



SCHOOL BOARD MEETING MINUTES

Date: Tuesday 24th June 2025

Venue: Staffroom

Time: 5.00pm

Invited: Kerrie Chapman (KC) (Chair), Mark Walters (MWa) (Principal), Matthew Wright (MWr) (Deputy Principal), Kim Powell (KP) (staff member), Owen Linehan (OL) (staff member), Rebecca Hunt (RH) (P&C Representative Co-Opted Member), Alice Mills (AM) (parent member), Akil Girma (AG) (parent member), Steven Hendry (SH) (Parent Member), Sarah Lambert (SL) (parent member), Bernese Whitcomb (BW) (Parent Member)

Apologies: Jemima Salisbury (JS) (staff member), Owen Linehan (staff member), Amelia Tuck (AT) (staff member), Sarah Lambert (SL) (parent member)

Observer: Jayne Prentice (JP) (Deputy Principal)

TIME	ITEM	ACTIONS	WHO
5.00pm (5 mins)	Welcome <ul style="list-style-type: none"> Acknowledgement of Country (BH) Apologies Endorsement of previous minutes (MWa) Agenda confirmation Conflicts of interest Review Board Actions Register 	<i>MWr to do Acknowledgement at T3 meeting</i> <i>Done</i>	KC
5:05 pm (15 mins)	Principal's Report <ul style="list-style-type: none"> Read prior to meeting (in Dropbox) 	<i>Discussion of PD Day – Writing, PBS, Developmental Language Disorder</i> <i>Teacher Pool appointments – PP/1 + PPF appointments done to fill Georgina and Jemima's position</i> <i>Any parents interested in assisting with RAP contact MWr</i>	
5:20 pm (10 mins)	Financials <ul style="list-style-type: none"> Student Centred Funding Report Information Session 	<i>Outlined by MWa</i>	
5:30 pm (20 mins)	School Data Review – NAPLAN <ul style="list-style-type: none"> Review of NAPLAN results <i>Presented by JP and MWr</i> Matthew's Aspirant Principal Project on writing pedagogy 	<i>Writing Revolution project w/ Kim + Matt</i>	
5:50 pm (10 mins)	P&C President <ul style="list-style-type: none"> P&C Report Who's who 	<i>Funding towards signage, Aboriginal culture signs, chaplaincy, playground sails</i> <i>P&C voluntary fees dropped</i> <i>Fundraising events to come – Colour Run, Bingo Night. Funds going towards library</i> <i>Key roles outlined – executive, voting & non-voting members, support, sub committees include canteen and uniform shop</i>	



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		<p><i>Canteen roles increased from 2 to 3 paid staff</i></p> <p><i>Traffic + safety issues still prevalent – discussions ongoing</i></p> <p><i>Incident reporting set up and being used</i></p> <p><i>Ideas about traffic control welcomed</i></p> <p><i>Health + safety processes in canteen</i></p> <p><i>First aid training for canteen staff</i></p>	
6:00 pm (20 mins)	Committees Future Technology Committee Update	<p><i>Future tech committee – worked on community survey</i></p> <p><i>Next steps – finalise survey, then analyse data, strategies to be developed from data</i></p> <p><i>Feedback on survey to be given by Friday</i></p> <p><i>Feedback:</i></p> <p><i>“I don’t know” option to be added to some questions</i></p> <p><i>Increase awareness about information available to parents about how technology is used at school</i></p> <p><i>Raise awareness about 3rd iPad policy</i></p>	MWr
6:20 pm (20 mins)	Policies Policies to be assigned for responsibility.	<p><i>Attendance – MWr & SH</i></p> <p><i>Class Placement – JP & KC</i></p> <p><i>Curriculum, Assessment and Reporting – started - MWr</i></p> <p><i>Dress Code – BH, Uniform Shop & staff member to be assigned</i></p> <p><i>e-Safety & Personal Devices Policy – Future Tech Committee</i></p> <p><i>Healthy Food and Drink – BH, Canteen & P&C</i></p> <p><i>Homework – KP & Bernese</i></p> <p><i>Media (possible to combine with e-Safety)</i></p> <p><i>Student Behaviour and Engagement – MWa & PBS Committee</i></p> <p><i>Student Healthcare (Inc. Anaphylaxis) - Parents</i></p> <p><i>Talking with my School - MWa & KC</i></p> <p><i>Healthcare policy already assigned</i></p>	As named



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		<i>Review and draft for board feedback ready by Term 3 Meeting</i>	
6:40pm (5 mins)	Other Business <ul style="list-style-type: none"> • Campion as provider of personal items lists • Term 2 Week 9 Tuesday 24th June • Term 3 Week 7 Tuesday 2nd September • Term 4 Week 4 Wednesday 5th November • Term 4 Week 8 Tuesday 2nd December • School Development Day Board Member Invitations Term 4 Week 5 Friday 14th November 	<i>Review the number of items placed on lists (especially the plastic sleeve folders!!)</i> <i>Current personal items lists to be brought to next meeting for review</i> <i>Deputy chair – have someone nominated by next meeting</i>	
6.45 pm	Meeting Close <i>Finished 6:55pm</i>		

School Board Sub-Committees	MEMBERS
Future Technology at Floreat Committee	Matthew Wright (Chair), Jane Rowlands, Michelle Pedlow, Alice Mills, Owen Linehan, Jemima Salisbury Non-board members: Paul Georgiades
Engagement and Behaviour (Positive Behaviour Support)	Mark Walters (Chair), Bec Hunt, Sarah Lambert, Kim Powell, Alice Mills Jemima Salisbury Non-Board members: Teachers: Leechelle Ruscoe (K-2 coach), Penelope Hickman (Y3-6 coach), Fiona Farley, Roslyn Watt, Ann Johnston, Susannah Le Messurier, Simon Heyting, Gemma Hadley, Jodie Bell (School Psychologist) Jessica Stoop (Student Services) and Melissa Gillam (EA)

Board Members	Type	Length of Term	Expiry
Kerrie Chapman	Chair	2 years	End T1 2026
Mark Walters	Principal	NA	NA
Matthew Wright	Deputy Principal	3 years	End T2 2026
Kim Powell	Staff Member	3 years	End T2 2026
Jemima Salisbury	Staff Member	2 years	End T3 2025
Owen Linehan	Staff Member	1 year	End T3 2025



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Akil Girma	Parent	3 years	End T1 2028
Sarah Lambert	Parent	3 years	End T4 2026
Alice Mills	Parent	2 years	End T4 2025
Steven Hendry	Parent	3 years	End T1 2028
Bernese Whitcomb	Parent	3 years	End T1 2028

Actions Register

Action	Who	Date
Kahoot questions to be scanned and uploaded to the Board induction file	KC	Complete
Business Plan presentation to be placed into the Board Dropbox for member review.	JP	
One Line Budget Help Card to be put into Board induction file	AT	
Technology Feedback Survey to be distributed to parent/guardian community in or prior to Week 10 Term 2	MW _a , MW _r , RH	
Board to review current uploaded survey questions and provide feedback on these items.	MW _r	Complete

K. L. Chapman

Kerrie Chapman

Board Chair

3/9/25

Mark Walters

Mark Walters

Principal

2/9/25