SCHOOL BOARD MEETING MINUTES

Date:	**Wednesday 5th November 2025**
Venue:	**Staffroom**
Time:	**5.00pm**
Invited:	**Kerrie Chapman (KC) (parent member/Chair), Sarah Lambert (SL) (parent member/Deputy Chair), Mark Walters (MWa) (Principal), Rebecca Hunt (RH) (P&C Representative Co-Opted Member), Alice Mills (AM) (parent member), Aklil Girma (AG) (parent member), Steven Hendry (SH) (Parent Member), Bernese Whitcomb (BW) (Parent Member), Matthew Wright (MWr) (Deputy Principa/staff member), Kim Powell (KP) (staff member), Shannon Russon (SR) (staff member), Emily Johnson (EJ) (staff member)**
Apologies:	
Observer:	**Jayne Prentice (JP) (Deputy Principal)**
Note taker:	

TIME	ITEM	ACTIONS	WHO
5.00pm (5 mins)	**Welcome** • Acknowledgement of Country • Apologies • Endorsement of previous minutes • Agenda confirmation • Conflicts of interest • Welcome Shannon and Emily • Review Board Actions Register	MWa gave acknowledgement No apologies Endorsed Agenda confirmed No conflicts noted	
5:05 pm (25 mins)	**Principal's Report** • Read prior to meeting (in Dropbox)		MWa
5:20 pm (15 mins)	**Financials** • Contributions and charges • Personal items lists	Charges & Contributions **endorsed** by Board Personal items **endorsed**, on the basis that wet wipes come off the list	MWa JP
5:35 pm (10 mins)	**P&C President** • P&C Report	**ACTION:** Check if moving to an online ordering model is possible Spartan (reduce burden on volunteers)	BH
5:45 pm (15 mins)	**Committees** • Future Technology Committee – Recommendations from community survey	Noted All recommendations will be implemented from 2026	MWr
6:00 pm (35 mins)	**Policies** • Attendance – MWr & SH • Class Placement – JP & KC –)Note that this will come into effect for 2026 class placements) • Talking with my School - MWa & KC • Student Healthcare (Inc. Anaphylaxis) – Parents (not this has been approved by a doctor who is an ex board member) • Student Behaviour and Engagement – MWa & PBS Committee	**ACTIONS:** Class Placement Policy **endorsed**, will commence in 2026 Update Attendance Policy to clarify contacting principle ideally and will be process accordingly; those with digital challenge can phone, although Compass preferred (MWr) *Talking with my School Policy - Add Connect and Respect DoE guidance* Student Healthcare Policy **endorsed** Student Behaviour and Engagement – feedback sought – include 'flow chart'	MWr MWa/KC MWa MWa

		of how behaviour incidents are managed.	

6:35pm
 	
(10 mins)
	Other Business
	• TheirCare
	• Forum Development
	• New school times
	• School Development Days (SDDs) 2026
	   ○ 29th 30th Jan (Mandated)
	   ○ Tuesday 2nd June (after WA Day)
	   ○ Monday 17th August (Term 3 Week 5)
	   ○ Friday 13th November (Term 4 Week 5)
	   ○ Friday 18th December (Mandated)
	• Term 4 Week 8 | Tuesday 2nd December
	• School Development Day Board Member Invitations
	• Term 4 Week 5 | Friday 14th November
		TheirCare – Sarah and Mark to progress with meeting re Kindy bus. Continue to engage with them in Sem 1 and review.
		
		New school times (option 2 in principal's report) **ratified**
		
		School development Days 2026 **ratified**
			MWa

6.45 pm	• **Meeting Close**		

SCHOOL BOARD MEETING MINUTES

School Board Sub-Committees	MEMBERS
Future Technology at Floreat Committee	Matthew Wright (Chair), Owen Linehan Non-Board members: (Staff) Melanie O'Neill, Paul Georgiades, Jemima Salisbury, Amelia Tuck, Non-Board members: (Parents) Michelle Pedlow, Sarah Pledger, Helen McKnight, Mayank Dhamija
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, Deborah Morison, 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	N/A	N/A
Matthew Wright	Deputy Principal	3 years	End T2 2026
Kim Powell	Staff Member	3 years	End T2 2026
Emily Johnson	Staff Member	2 years	End T4 2027
Shannon Russon	Staff Member	1 year	End T4 2026
Aklil 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
Business Plan presentation to be placed into the Board Dropbox for member review.	JP - done	05/11
Policies for review • Curriculum, Assessment and Reporting – MWr • Dress Code – BH, Uniform Shop & staff member to be assigned • e-Safety & Personal Devices Policy – Future Tech Committee • Media (possible to combine with e-Safety) • Healthy Food and Drink – BH, Canteen & P&C • Homework – KP & Bernese		

K.L.Chapman

Kerrie Chapman

Board Chair

5/12/2025

(signature)

Mark Walters

Principal

5/12/2025