



## SCHOOL BOARD MEETING MINUTES

<b>MEETING NORMS:</b>	<p>During our meetings we:</p> <ul style="list-style-type: none"> <li>• are on time, present and stay on task</li> <li>• are committed to the agenda</li> <li>• are clear, honest, open and receptive when communicating</li> <li>• are respectful of the presenter/speaker</li> <li>• suspend judgement</li> <li>• acknowledge all ideas</li> <li>• provide positive and constructive feedback</li> <li>• are accountable for our actions</li> <li>• meet deadlines and come prepared</li> <li>• agree to speak as one voice</li> <li>• consider the range of stakeholders in decisions</li> <li>• are a respectful voice for the community</li> </ul>
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<b>DATE:</b>	Tuesday 17 March 2026	<b>FACILITATOR:</b>	Aaron Berghuber	
<b>TIME:</b>	6.45pm	<b>RECORD KEEPER:</b>	Chelsea Regan	
<b>AREA:</b>	Library			
<b>ATTENDEES:</b>	Rebecca Burns, Sue Garland, Melissa Lionnet, Nadine Scott, Aaron Berghuber, Belinda Pang, Janelle Campbell-Cooke, Alicia Chew, Tina Lowther, Claire Keirnan, Jarrad Hayward, Lynne Hall, Lauren Florio, Brett Kristiansen,			
<b>APOLOGIES:</b>	Vanessa Vandon-Hardy, Sam Watson			
<b>TIME</b>	<b>ITEM</b>	<b>DISCUSSION</b>	<b>LED BY</b>	<b>ACTION</b>
6.45pm	<b>Welcome:</b> Attendances and Apologies	Vanessa Vandon-Hardy, Sam Watson	Aaron Berghuber	
	<b>Acknowledgement of Country</b>	Read by Board Chair	Aaron Berghuber	

	<b>Play is the Way Game</b>	Concept of the game was explained. Game was not played.	Sue Garland	
	<b>Conflicts of Interest to be declared</b>	Nil.		
	<b>Confirmation of Previous Minutes</b>	Previous minutes were endorsed. Note - Error in time (8.05pm) will be amended.	Aaron Berghuber	
	<b>Business Arising from Previous Minutes</b>	Nil.	Bec Burns	
	<b>Principal Report</b>	<p>Principal report was presented.</p> <p><b>Questions raised after report was presented:</b></p> <ul style="list-style-type: none"> <li>• Have we got bigger classrooms than other schools? We adhere to the max number permitted but we run with fuller classrooms to allow funding for additional EA support in classes and to run our intervention programs programs etc.</li> <li>• Numbers can go over the max guidelines if the teacher agrees. The teacher will be allocated additional DOTT if this happens.</li> <li>• Is that the reason behind split classes? Yes, it allows for more flexibility.</li> <li>• Bec was asked why SG has such high staff retention? Possibly due to our detailed induction process and staff genuinely wanting to be here.</li> <li>• Kindy cohort – very challenging due to social, emotional &amp; cognitive needs. There are 6 students who are not toilet trained. Extra support has been needed in those rooms. This is across all schools, we are not sure why.             <ul style="list-style-type: none"> <li>○ 5 day kindy program is being trialled by 5 schools this year.</li> <li>○ Janelle – if we bring kids in earlier, research shows they</li> </ul> </li> </ul>	Bec Burns	

		<p>could benefit because their needs are identified and helped earlier.</p> <ul style="list-style-type: none"> <li>○ Bec advised a transition program is being looked at later on this year to help transition the 2027 kindy students.</li> <li>○ Daycare kids do not necessarily transition to kindy well because the expectation on following rules is different.</li> <li>○ If they are not toilet trained, we have a duty of care to change them. We can ask the parents to come and change their child if the teacher is unable to change them (due to having 20 other students in the class).</li> <li>○ Claire commended the Exec team for their combined support on those first few weeks of kindy. From a parent perspective It was great to see all hands on deck.</li> </ul> <p><b>Action</b> - Bec will do a Compass post to parents regarding the mis-use of the oval and provide Ed Security's phone number on this post.</p>		Bec Burns
7.15pm	<b>Correspondence</b>	Letter for DoE to advise School Board there is a Public School Review coming up this year.	Aaron Berghuber	
7.15pm	<b>Board Chair – Nomination and Selection</b>	Aaron Berghuber was elected as Board Chair unopposed.	Bec Burns	
7.20pm	<b>Finance Update</b>	<p><b>Finance Report was presented:</b></p> <ul style="list-style-type: none"> <li>● Roles and Responsibilities of the School Board.</li> <li>● Core financial reports</li> <li>● Individual 2026 financial reports, presented and explained.</li> </ul> <p><b>OSH Tender Process:</b> We re-signed Camp Aust for 2 years and this is now up. Tender will be opened up for OSH providers to apply.</p>	Nadine Scott	

		<p><b>Action</b> - At the Board meeting in Week 7 of Term 2 - Providers will present to the Board and a decision will be made on who to appoint for the OSH Provider at Southern Grove.</p> <p><b>Discussion:</b></p> <ul style="list-style-type: none"> <li>• When is the money in the budget released? We get 25% in April. 25% in July. 50% in August.</li> <li>• How does approval work for large projects? \$50,000 can be managed at school level. Over \$50,000 DoE implement Programmed to manage the project which often costs a lot more.</li> <li>• Who is the School Finance Committee comprised of? Exec Team, MCS and school representatives. As our school representatives we have one teacher and one EA.</li> <li>• How many public schools in WA are IPS? Majority. There isn't a major difference between IPS and non-IPS. School Board has more governance in an IPS school. A non-IPS school has a School Council.</li> </ul> <p><b>Action</b> - Next meeting advise the percentage of 2026 contributions and charges which have been received so far.</p>		
7.45pm	<b>Online CAB Record</b>	Board details into a DoE system. Security clearances etc	Bec Burns	Bec Burns / Nadine Scott
7.40pm	<b>Code of Conduct</b>	<p>The Code of Conduct was sent to all Board members prior to the meeting.</p> <ul style="list-style-type: none"> <li>• Aaron asked if any members wanted to add to to this document. All members agreed nothing to be added.</li> <li>• Aaron asked if any changes need to be made. One change was noted. Please refer to the action below.</li> <li>• Board members were asked to re-read the document prior to next meeting and advise if there are any further changes or additional information to be added.</li> </ul>	Board Chair	

		<p><b>Action –</b></p> <ol style="list-style-type: none"> <li>1. Amend this statement - <i>If you cannot make a meeting, please advise the Board Chair 48 hours prior to the meeting.</i></li> <li>2. Any further change requests to this document need to be brought to the next meeting.</li> </ol>		<p>Bec Burns</p> <p>All members</p>
7.50pm	Policy Updates	<p><b>Anti Bullying Policy</b></p> <p>There is only one change to this policy:</p> <ul style="list-style-type: none"> <li>• Flow diagram was hard to understand so it has been replaced with clear wording instead.</li> </ul> <p>Note - This Policy is only used for confirmed bullying. It is not used for conflict resolution. Conflict resolution is dealt with by our behaviour education process which is a multi-layered approach.</p> <p><b>Student Dress Code</b></p> <p>Changes to this Policy are as follows:</p> <ul style="list-style-type: none"> <li>• No facial piercing or wearing large hoop earrings</li> <li>• No fake nails</li> <li>• No makeup (lip balm only)</li> <li>• No Hair extensions in pony tails</li> </ul> <p>The Board agreed with these changes.</p> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>• Are keychains on bags permitted? No because they may get stolen or become detached from the bag (lost). These are treated the same as bringing a toy to school. Not permitted.</li> </ul>	Bec Burns	

		<ul style="list-style-type: none"> <li>Policy and procedure in the Anti Bullying Policy was commended by Aaron. Discussion on how this has been implemented was explained by Bec. Process is very explicit for teachers so when there is a bullying incident there is no confusion on what students are involved and what process needs to be adhered to by all staff members (separating them during lunch breaks or specialist classes etc).</li> </ul> <p><b>Action</b> - Bec will send Parents updated Policies with highlighted changes at the beginning of Term 2.</p>		Bec Burns
8pm	<b>Annual Report</b>	<p>Annual Report was given to all Board members.</p> <ul style="list-style-type: none"> <li>Bec highlighted our attendance rate which shows our focus has worked. We have higher than all other public schools.</li> <li>Home reading – Bec will continue to educate parents on how important home reading is and why we need parents to reiterate this message at home.</li> </ul> <p><b>Action</b> – Annual Report to be discussed at the next meeting once members have the opportunity to read it thoroughly.</p>	Bec Burns	All members
8.10pm	<b>Educator Wellbeing</b>	<p>This has become a focus to try and change the negative narrative we see across media currently.</p> <ul style="list-style-type: none"> <li>There is a Be You board in the staffroom to help educate the staff in a short, easy to digest manner. Examples: How quality teaching helps our wellbeing, how we can cope with the complexities of the world we are living in etc.</li> <li>Teachers can talk to an Exec member if they feel overwhelmed. Often they don't want a solution, they just want to voice their feelings.</li> </ul>	Bec Burns	

		<ul style="list-style-type: none"> <li>Exec team need to be conscious that they implement these strategies too.</li> </ul> <p><b>Discussion</b></p> <ul style="list-style-type: none"> <li>In day to day operations is when people need wellbeing strategies.</li> <li>Small teams help mental load and allow positive feedback.</li> <li>Building school culture by creating after hour connection helps overall wellbeing (DaD's etc).</li> <li>No work in the staffroom is implemented.</li> </ul>		
8.20pm	<b>Fathering Project</b>	<p>First meeting was in Term 4 of 2025. A meeting was not scheduled for Term 1 2026 so early Term 2 will be the next one. Sam Watson used to be a magician so this is going to be the theme of the next meeting.</p> <p><b>Action –</b></p> <ol style="list-style-type: none"> <li>Term 2 planner to be sent to Brett so a date can be locked in.</li> <li>Brett and Bec will meet to discuss a budget and possible funding from the P&amp;C for future meetings.</li> </ol>	Brett Kristiansen	Chelsea Regan Brett Kristiansen / Bec Burns
8.25pm	<b>BHAG – Update</b>	<p><b>Update on Progress:</b></p> <ul style="list-style-type: none"> <li>80% way there.</li> <li>Are we targeting the right audience to get our goal noticed? Instead of Local Government we need to go directly to the Department of Education.</li> </ul> <p><b>Questions raised which will be discussed next meeting:</b></p> <ul style="list-style-type: none"> <li>Which DoE Department do we contact if we want to apply for funding directly?</li> </ul>	Aaron Berghuber	

		<ul style="list-style-type: none"> <li>Who do we talk to and what is the formal process to put forward our request so it has to be dealt with?</li> <li>Would it help to have correspondence from the community to strengthen our request / application?</li> <li>Instead of Terry Healy helping with our BHAG, could we have him assist with funding our maintenance projects instead? Then SG funds which have been set aside for these projects could be used for our BHAG.</li> </ul> <p><b>Action -</b></p> <ul style="list-style-type: none"> <li>Janelle will do some research on how schools access funding for school-based initiatives outside of their budgeted goals and which department to contact.</li> <li>Nadine to get costings of current maintenance projects for Bec to bring to the next meeting.</li> </ul>		<p>Janelle Campbell-Cooke</p> <p>Nadine</p>
8.35pm	<b>Harmony, Health &amp; Happiness Expo</b>	<ul style="list-style-type: none"> <li>Thursday 19 March 2026</li> <li>Opening ceremony – choir, African Drumming performance.</li> <li>Parents and students walk around the Expo for a few hours and have lunch together. Activities and food trucks throughout the school.</li> <li>Closing ceremony – Indigenous performance, choir performance.</li> </ul>	Bec Burns	
8.40pm	<b>Reporting to Parents Day</b>	Two full days have been approved by DoE. The Board were in agreeance. The first one will be in Week 4, Term 2	Bec Burns	
8.45pm	<b>Other Business</b>	A NAPLAN question regarding Dyslexia was asked. Melissa Lionnet will discuss this with the Board member directly after the meeting.	Melissa Lionnet	



OFFICIAL

8.50pm

Meeting closed at 8.50pm  
Next Meeting Tuesday 5 May 2026

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
Aaron Berghuber - Board Chair