



Aspire to achieve together

TERM 4 BOARD MEETING MINUTES
Aspiri Primary School

DATE: 19/11/2025

TIME: 3pm

LOCATION: Aspiri Primary School Library

CHAIRPERSON: Jasvinder (Jessy) Singh

SECRETARY:

ATTENDEES - COMMUNITY BOARD MEMBERS: Christopher Tan, Cheryl Sun, Jason Coleman, Frank Robinson, Abhinithi Sundaramoorthy, Marie-Anna Gibson, Shapnem Bhanu (Sasha)

ATTENDEES - EDUCATION BOARD MEMBERS: Kristy Mularczyk (Principal) & Anna Brenkley (Teacher), Melanie Grima (Teacher), Angela Crane (Teacher)

INVITEES: Jackie Adams, Rachel Bennion, Callum Leslie

APOLOGIES: Scott Craig, Ravinderjit (Ravi) Kaur, Amit Singh

Item No.	Item / Presenter	Paper	Summary Of Update /Discussion	Notations	Actions
1.	Jessy Singh • Welcome, attendance, apologies, quorum, and acknowledgement of country.		<ul style="list-style-type: none"> The meeting was opened at 3pm, and a quorum was noted. Acknowledgement of country presented. 		
2.	Jessy Singh • Minutes of previous meeting and business arising		<ul style="list-style-type: none"> Jessy noted acceptance of previous meeting minutes with no concerns raised. Apologies noted for members absent 		
3.	Jackie Adams • Finance Update • Budget Adjustments • Technology Upgrades & Leasing strategy • Car Park Development & Traffic Management		<ul style="list-style-type: none"> Reading Eggs program removed from next year's budget. Graduation amount increased to \$50, and sports activities by \$10. Enrichment program excursions now covered by a \$20 allocation. 		

INTERNAL

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			<ul style="list-style-type: none"> • New iPads on a two-year lease cycle for junior students. • Interactive whiteboards to be replaced with Smart TVs over Christmas break. • Money transferred from reserves to fund upgrades and manage spending. • Shelters planned for kiss-and-drop areas and office front. • Traffic management report and modifications are a 2-year project. • Limited impact on parking problems, with new signs and fencing possible. 		
4.	Kristy Mularczyk • P&C Update •P&C Leadership Changes and Disco Feedback		<ul style="list-style-type: none"> • Jacqueline resigned from the P&C, and Lynn was elected as the new president. • Disco raised over \$6000, with mixed feedback on changes. • Concerns raised about student release procedures at the disco event. Kristy indicated the P&C are responsive to community. They create risk plans and review feedback. 		
5.	Kristy Mularczyk • School Development Days and Parent Reporting		<ul style="list-style-type: none"> • Proposed school development days for next year, including one in Term 1 and Term 3. • Reporting to Parents' Day to be held in the last week of Term 2. • Online platform for scheduling parent-teacher meetings found to be effective. 	<p>Before term 1 starts: Trade off day: Wednesday 28 January 2026 SDD: Thursday 29 January & Friday 30 January 2026</p> <p>Term 2: Week 1 – Monday 20 April 2026</p> <p>Term 3: Week 3 – Friday 7 August 2026</p> <p>Term 4: Week 3 – Friday 30 October 2026</p>	

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				Trade off day: Friday 18 December 2026 Reporting to Parents' Day to be held in the last week of Term 2. Day to be decided	
6.	Rachel Bennion & Callum Leslie • Communication Platform Transition • Student Recognition System Review • Assembly Schedule and Instructional Time		<ul style="list-style-type: none"> • Transitioning from Seesaw to Compass for parent communication. • Seesaw will primarily be a learning tool, with Compass handling announcements and attendance. • Direct email encouraged for teacher communication due to Compass limitations. • Survey feedback indicates the current 'heart card' system is inconsistent and ineffective. • Proposal to implement a new merit system based on school values. • Discussion on phasing out the old system versus an immediate change. • Assemblies to become fortnightly to increase instructional time. • Two classes will perform together, and awards will be streamlined. • Goal is to gain an hour of teaching time every fortnight. 		
7.	Kristy Mularczyk • NAPLAN Data Analysis and Literacy Focus • Numeracy and Writing Performance • Community Survey on School Board Awareness		<ul style="list-style-type: none"> • NAPLAN data shows consistent performance at or above expected levels, but not exceeding. • Reading identified as a priority area with lower progress and achievement. • New literacy blocks, phonological awareness, and decodable texts implemented. • Numeracy shows higher progress and achievement, attributed to consistent teaching approaches. 		

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			<ul style="list-style-type: none"> • Writing is a strength, but efforts are needed to move more students into the 'exceeding' category. • Lower progress in spelling and writing from Year 3 to Year 5 noted. • School plans a biennial community survey. • Seeking input on questions to assess community understanding of the board's role. • Considering questions about board's purpose and available resources. 		
8.	Kristy Mularczyk - Roundtable Discussion <ul style="list-style-type: none"> • Managing Bullying and other Behaviour • School Communication and Transparency 		<ul style="list-style-type: none"> • We have had an increase in incidents being reported by parents. Many being consistent with behaviours that are developmentally appropriate for the age group. • Possible solution to support school and families is developing a level of response matrix for parents and staff. • Positive feedback on minutes and agendas being available online. • Need to improve awareness of available resources like newsletters and board member consultation. • Exploring ways to communicate school policies and support for parents. 		
9.	Jessy Singh <ul style="list-style-type: none"> • Outgoing Board Members 		<ul style="list-style-type: none"> • Four board members are concluding their terms this year. <ul style="list-style-type: none"> ○ Jason Coleman ○ Amit Singh ○ Ravi Kaur ○ Marie-Ann Gibson • Appreciation expressed for their contributions to meetings. 		
10.	Next Meeting		<ul style="list-style-type: none"> • Wednesday 11th March 2026. 		

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11.	Close		<ul style="list-style-type: none">The meeting closed at 5.06pm		



Jasvinder (Jessy) Singh

Board Chair

