

Board Meeting Minutes

Date:	18/03/2026
Time:	3:00p.m.
Attendees:	Jasvinder (Jessy) Singh, Christopher Tan, Scot Craig, Shapnem (Sasha) Abdul Mutalif, Kristy Mularczyk, Abhinithi Sundaramoorthy, Angela Crane, Kenece Bonilla Cerna, Jason Coleman, Brad Stenton, Christine Woodward
Apologies:	Leah Mizen, Frank Robinson
Chairperson	Jasvinder (Jessy) Singh

Item		Discussion	Actions
1.0	Housekeeping	<ul style="list-style-type: none"> • Please stick to the agenda- if something new pops up, place this on the next meeting agenda • Requests will go to Lena, although pressing issues may be fit in • We will share documents and communicate through Connect as our resource hub 	<ul style="list-style-type: none"> • Board Members (B.Ms) to ensure they are in the Connect community • B.Ms to request with Lena for the agenda
2.0	Welcome	<ul style="list-style-type: none"> • Official welcome and congratulations to all from Jessy • Personal introductions completed by all members 	
3.0	Finance	<ul style="list-style-type: none"> • Student centred funding comes from the census on the 13th of February, we had 1006 (lower than projected 1025)- we are now at 1018 • The projected figures factored in the potential of the new school which left us with a short fall of around \$150, 000 • We have rolled over money, but we must spend 96% in the allocated year • 95% goes to salaries (\$141, 000 per teacher) and we then have a 5% cash budget • We use our operational plans to guide our spending of the cash budget and this is usually done in Term 4 of the year before • We have a reserve account for restructures, \$140, 000 of our general reserves we are looking at bringing this over for staffing • Shelters, blinds in ECE and the EDU markings have been paid for by the election promise 	Jackie to load information on Connect from our planning tool (waiting for this to be rolled over).

		<ul style="list-style-type: none"> • We have received \$250, 000 for a parking upgrade (\$50,000 in fees) e.g. for boom gates, fencing • In our Campaign orders, we had 288 contributions paid through this channel • 81.5% of fees are currently being paid (30% average in schools) 	
3.1	Workforce Plan	<ul style="list-style-type: none"> • Considerations to create a sustainable plan for 3 years- key to stabilising • This is in draft form that has gone to the finance committee • Permanency difficulties have been combated by offering portioned forms • We have employed layered leadership across the school e.g. SAER coordinator, coach, Lead EA, ICT support officer 	
4.0	Statement of Expectation Review	Signed by Jessy and Kristy and will be placed on Connect	Document to be placed on Connect
4.1	Code of Conduct	Reviewed and signed by all present members, left with Kristy before leaving	<ul style="list-style-type: none"> • Absent B.Ms to complete and submit to Kristy • Kristy to upload to connect
4.2	School Board Training	<ul style="list-style-type: none"> • All new members required to complete this 	Kristy will source what is available and get dates/ places
4.3	Board Nominations and elections	<ul style="list-style-type: none"> • Congratulations to Jessy on your appointment • It was a dream to see this scale of nominations and to have a vote • Platform was tested, but unfortunately had people voting multiple times- have learnt from its usage for future processes • Second round went into spam as something to flag • Consistency in who the vote goes to next time e.g. one household- DECISION: Sent to everyone and have an update period beforehand 	The school will email both contacts of the household for voting processes
4.4	Board Agenda Plan 2026	<ul style="list-style-type: none"> • We have a scheduled yearly plan that is compliant with what we need to cover across our year for the board agenda 	B.Ms to add items within 2 weeks of Lena emailing

		<ul style="list-style-type: none"> We have a 2 week turn around for people adding items to the agenda (must have this on the website a week before) 	
4.5	Bookwork Policy	<ul style="list-style-type: none"> This is available on the website under the policy tab Aligning with our high expectations and reducing cognitive load via consistency 	B.Ms to access this at their leisure
4.6	School Review	<ul style="list-style-type: none"> Flagged to be in June or July- no date finalised There will be a place for the board members to be interviewed 	B.Ms to pencil in potential interviews occurring in either June or July
4.7	Community Survey	<ul style="list-style-type: none"> Annual survey that is generalised from the Department Everyone has access and this will go in our annual report This is our new benchmark with the intention to do this annually 175 people (10%) completed this survey Is communication of actions and plans part of the 'problem'? Suggestion for quick update in our Newsletter or social media to reference actions Link on compass on newsletter could be one less step 	Executive to review feedback and reflect with staff
4.8	Reporting Student Progress	<ul style="list-style-type: none"> Reporting to parents' policy changes were discussed with the board. The policy was uploaded on Connect prior to the meeting for all members to read. School closure was discussed for the purposes of reporting to parents. The school board approved members one closure in Semester 1 (Term 2) and one school closure in Term 4 during this meeting. Kristy indicated that staff had not been consulted about a potential closure in Term 4 yet. The school closure day/s would be promoted as the day for parent/teacher meetings, however some flexibility could be considered for parents who genuinely cannot make it on the day. In Semester 1, Term 2 the closure would be after reports are distributed with the school open until 5.30pm. 	<ul style="list-style-type: none"> School to communicate clearly with families on who attends and restrictions on timeslots on the day School to work with staff to create expectations and discuss the prospect of having online meetings as an option

		<ul style="list-style-type: none"> • Piara Waters also does this. 	
5.0	School Board Annual Report	<ul style="list-style-type: none"> • Highlights key initiatives including Enrichment, restorative practice. • All BMs present were supportive of this reflection. 	
5.1	School Board Survey	<ul style="list-style-type: none"> • Option to send out a school board survey similar the community survey (in the same suite) • This will be uploaded to Connect and we can modify this. No deadline for this • Should be completed biannually (everyone was happy for this) • Would be good for our School Review 	<ul style="list-style-type: none"> • Kristy to upload to connect for modification • BMs to reflect on any changes they would like to make and an approximation of time for the send out/ delivery method
6.0	Other Business-Uniform Sizing	<ul style="list-style-type: none"> • Is it possible have a size expansion for students? Currently paying a difference in costs to have additional sizes made e.g. typically shirts are \$35, rather than the \$55 charged 	<ul style="list-style-type: none"> • Jackie to follow up with Uniform Concepts
6.1	Other Business-Seesaw	<ul style="list-style-type: none"> • Inquiry about Seesaw messaging function being disabled and if there had been any backlash- this has been well received so far, no negative feedback, trivial notifications have decreased. 	
Meeting closed: 4:37p.m.			
Next meeting: Term 2 Wednesday 27th May 2026			



Jasvinder (Jessy) Singh

Board Chair

6/5/26.