

UNLOCK YOUR SCHOOL'S FUTURE



An Independent Public School

Minutes of Meeting March 31, 2025

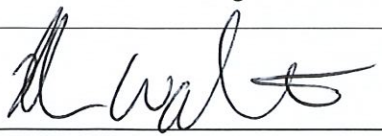
Morawa DHS Library, commencing at 3.30 pm

- **ATTENDEES:** Tonia Carslake (Principal), Helen Walter, Linda Jenkins (MCS), Nicola Appleton, Narelle Knox, Sara Coaker, Bradley Barbuto (arrived 4.02pm) Luke Wallace, Maryanne Milloy-Rakich (IPS Assistant), MacKenzie Connors (student representative), Asha Haeusler (student representative) and Chloe Knox-Atkinson (student representative)

1.0	Welcome and Apologies	Actions
1.1	<p>Opening and Welcome.</p> <ul style="list-style-type: none"> • Meeting opened at 3.30pm • Acknowledgement of Country <ul style="list-style-type: none"> ➢ Celebrating new beginnings ➢ Acknowledging our Elders ➢ Welcome to the students ➢ Welcome to new board member Luke Wallace • Welcome to student representatives Chloe Knox-Atkinson, Asha Haeusler and MacKenzie Connors 	Carolyn Lewis did the Acknowledgment of Country
1.2	Confirmation of Agenda	Agenda confirmed
1.3	<p>Apologies:</p> <ul style="list-style-type: none"> • Tracy Tapscott • Aimee North 	
2.0	Housekeeping	
2.1	<p>Nominations for Chairperson called for and vote</p> <p><i>Narelle Knox nominated Helen Walter. Seconded Sara Coaker. Carried.</i></p> <p>Tonia Carslake acknowledged and thanked Nicola Appleton who had offered to be nominated if there were no nominations for Chairperson.</p>	Helen Walter voted in as Chairperson for 2025
2.2	<p>Nominations for Deputy Chairperson called for and vote</p> <p><i>Helen Walter nominated Nicola Appleton for Deputy Chairperson. Seconded Carolyn Lewis. Carried.</i></p>	Nicola Appleton voted in as Deputy Chairperson for 2025
2.3	<p>A Board member who is approached by a parent with a concern relating to an individual is in a privileged position and must treat such discussion with discretion, protecting the confidentiality and privacy of the people involved. If the issue relates to an operational matter of the school, the parent should be encouraged to speak with the principal or the classroom teacher. However, if the issue relates to a school policy or procedure, it should be put on the agenda for discussion at the next School Board meeting, where it will be dealt with in a generic sense to protect the privacy of individuals involved. A Board Member or Members who fail to act in this manner can be removed from the Board.</p>	Nil

2.4	Identify real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the Chairperson prior to the meeting to determine the appropriate way to manage the conflict.	No conflicts
2.5	New Board member Luke Wallace, Parent representative introduced.	New Board member Luke Wallace endorsed
3.0	Minutes of Previous Meeting	
3.1	Review Minutes of previous meeting <i>Narelle Knox moved the minutes of the meeting held in December 2024 be approved, seconded Nicola Appleton. Carried.</i>	Previous Minutes tabled and confirmed
3.2	Actions/Business arising from the previous meeting <ul style="list-style-type: none"> New board members were advertised for 	
4.0	Correspondence	
	<ul style="list-style-type: none"> Outwards <ul style="list-style-type: none"> February 2 email to Luke Wallace regarding being on the Board. Luke responded via phone to confirm he would like to nominate Inwards - Nil 	
5.0	General Business	
5.1	Student presentations <ul style="list-style-type: none"> Asha Haeusler and Chloe Knox-Atkinson – Primary Mackenzie Connors - Secondary 	Primary and Secondary Reports tabled
5.2	Annual report draft	Annual report draft tabled An updated version will be emailed out to the Board
5.3	School Board Self Reflection 2024 – summary of 2024 successes and reflection Areas identified for consideration <ul style="list-style-type: none"> Board training Board meeting summary/highlights to be publicised Small individual bios on each member to be publicised 	Summary of survey tabled. IPS Assistant to make Board training enquiries IPS Assistant to do a summary of meeting highlights and publicise them
5.4	Statement of Expectation	Statement of Expectation tabled, noted and signed
5.5	Strategic Directions <ul style="list-style-type: none"> Business Plan 2025-2027 <ul style="list-style-type: none"> Loretta Egan's art work has been incorporated Thank you to Hayley Mitchell for her work around the revitalisation of the factions Focus 2025 Operational Plans 2025 Quality Teaching Strategy Lead School 2025 Code of Conduct <ul style="list-style-type: none"> General discussion around Code of Conduct Carolyn Lewis asked for the including of a social media clause 	Business Plan 2025-2027 Focus 2025 Operational Plans 2025 Quality Teaching Strategy Lead School 2025 Code of Conduct all tabled Point to be added to Code of Conduct about social media protocols PowerPoint tabled – Key Priorities
5.6	Workforce plan Updates for 2025	Will be covered in MCS report Item 6.2

6.0	Reports and Updates	
6.1	Principal's Report <ul style="list-style-type: none"> Year Book is still available to purchase 	Principal's report tabled and read
6.2	Financial reports <ul style="list-style-type: none"> 2025 Morawa DHS Bank statement 2024 Financial Summary 2024 Contribution and Charges collection rate 2025 Preliminary One- line budget 2025 Preliminary Student-Centred Funding Statement 2025 Cash Plan 2025 Salary update FUNDING APPROVALS/REQUESTS <ul style="list-style-type: none"> 2025 Comparative Budget Primary and secondary fundraising GENERAL BUSINESS <ul style="list-style-type: none"> Student Statements Grant updates <p>Points highlighted</p> <ul style="list-style-type: none"> Transportable will now arrive in Term II Installation date for yarnring circle has been extended Not enough contractors available to do renovations and repairs on the toilets, will be done after June <p><i>Nicola Appleton moved that the fundraising ideas for 2025 be approved. Seconded Helen Walter. Carried.</i></p>	All reports tabled Voluntary contributions tabled 2025 Budget endorsed 2025 fundraising approved
6.3	IPS Report <i>Public meeting date set for June 23 meeting</i>	IPS Report tabled
7.0	Other Business	
	<ul style="list-style-type: none"> Bradley Barbuto queried if the old faction tents will be used School Ball date to be announced Slide show from students could be incorporated into presentation TEAMS will be set up for next meeting for Carolyn Lewis to access meeting 	Old faction tents will be used in different areas for shade eg. Election sausage sizzle
8.0	Roundtable Evaluation	
	Helen Walter <ul style="list-style-type: none"> Thank you to those that attended Looking forward to working with everyone Doors always open with either myself or Tonia 	
9.0	Meeting Close/next meeting	
	<ul style="list-style-type: none"> Meeting closed at 5.02 pm Next meeting June 23 2025 	


Signed (Chair)

23-6-2025
Date

