

Independent Public Schools

# UNLOCK YOUR SCHOOL'S FUTURE



An Independent Public School

## Minutes of Meeting June 23, 2025

Morawa DHS Library, commencing at 3.30 pm


- **ATTENDEES:** Tonia Carslake (Principal), Helen Walter, Linda Jenkins (MCS), Nicola Appleton (arrived at 3.40pm), Narelle Knox, Aimee North, Bradley Barbuto (arrived 3.45pm), Tracy Tapscott (Deputy Principal) Maryanne Milloy-Rakich (IPS Assistant), MacKenzie Connors (student representative) Max Knox (student representative), Asha Haeusler (student representative) and Khobi Porter (student representative)

1.0	Welcome and Apologies	Actions
1.1	<p>Opening and Welcome.</p> <ul style="list-style-type: none"> <li>• Meeting opened at 3.30pm</li> <li>• Acknowledgement of Country</li> <li>• Welcome to student representatives Khobi Porter, Asha Haeusler, MacKenzie Connors and Max Knox</li> </ul>	Tonia Carslake did the Acknowledgment of Country
1.2	Confirmation of Agenda	Agenda confirmed
1.3	<p>Apologies:</p> <ul style="list-style-type: none"> <li>• Sara Coaker</li> <li>• Carolyn Lewis</li> <li>• Luke Wallace</li> </ul>	
2.0	Housekeeping	
2.1	<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. <b>A Board Member or Members who fail to act in this manner can be removed from the Board.</b></p>	Nil
2.2	<p>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.</p>	No conflicts
3.0	Minutes of Previous Meeting	
3.1	<p>Review Minutes of previous meeting</p> <p><i>Narelle Knox moved the minutes of the meeting held on 31 March 2025 be approved, seconded Nicola Appleton. Carried.</i></p>	Previous Minutes tabled and confirmed

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3.2	<p>Actions/Business arising from the previous meeting</p> <ul style="list-style-type: none"> <li>• Item 5.2 General Business – Annual report <ul style="list-style-type: none"> <li>➤ Was emailed out; endorsement will be in General Business</li> </ul> </li> <li>• Item 5.3 General Business – Board training <ul style="list-style-type: none"> <li>➤ Will be liaising with the Ag College as the Department have made board training available, but we need a quorum of 15. Will work with both principals on dates.</li> </ul> </li> </ul>	
3.2 Cont'd	<p>Item 5.5 Strategic Directions – Code of Conduct</p> <ul style="list-style-type: none"> <li>• Code of Conduct completed and filed</li> </ul>	
<b>4.0</b>	<b>Correspondence</b>	
	<ul style="list-style-type: none"> <li>• Outwards - Nil</li> <li>• Inwards - Nil</li> </ul>	
<b>5.0</b>	<b>General Business</b>	
5.1	<p>Student presentations</p> <ul style="list-style-type: none"> <li>• Asha Haeusler and Khobi Porter– Primary</li> <li>• Mackenzie Connors and Max Knox - Secondary</li> </ul>	(Reports read before Minutes - awaiting a Quorum) Primary and Secondary Reports tabled
5.2	<p>Annual Report draft</p> <p><i>Nicola Appleton moved that the Annual Report for 2024 be endorsed. Seconded Tracy Tapscott. Carried</i></p>	<p>Annual Report draft tabled</p> <p>Annual Report endorsed</p>
5.3	<p>Yarning circle update</p> <ul style="list-style-type: none"> <li>• P &amp; C will be holding a Busy Bee</li> <li>• Thank you to Jay Collins and Peter North for carting in the rocks for the yarning circle</li> </ul>	
<b>6.0</b>	<b>Reports and Updates</b>	
6.1	<p>Principal's Report</p> <p>Points highlighted:-</p> <ul style="list-style-type: none"> <li>• Thank you to Helen Walter for her work with the band, particularly with the band's appearance and performance at the WABA Band competition in Perth on the June long weekend.</li> <li>• Combined school ball was a big success – thank you to all involved</li> <li>• Spelling Bee will be held in Term 3 for years 1 – 6</li> <li>• Canberra Tour leaving on Saturday June 28 – thank you to Fran for all her work on this</li> <li>• Open Night will be in Week 5 of Term 3</li> <li>• Ben Luff is now on staff and will be leading the newly created Sports Academy run in conjunction with the Josh Kennedy Foundation</li> <li>• Ben Luff is also an experienced videographer and will be using those skills to create content for the DHS, highlighting and promoting learning areas</li> <li>• Tonia was chosen to attend a Harvard Principal Fellowship in the USA. Will be attending July 9 – 23.</li> <li>• OP Shop Ball was very successful raising over \$20,000.00 – congratulations to the organizing committee</li> <li>• NAIDOC is being held Wednesday 23 July</li> <li>• TLG will be at the DHS the last week of this term, 11 tutors in total will be coming</li> </ul>	Principal's report tabled and read

6.2	<p><b>Financial reports</b></p> <ul style="list-style-type: none"> <li>• Funding agreement to be tabled and signed</li> <li>• 2025 Financial Report</li> <li>• 2025 Operational One- line budget</li> <li>• 2025 Operational Student-Centred Funding Statement</li> <li>• 2025 Cash Plan</li> <li>• 2025 Salary update</li> </ul> <p><b>Camps and Excursions</b></p> <ul style="list-style-type: none"> <li>• Canberra Tour 28 June - 5 July 2025</li> <li>• Country Week -21-26 September</li> </ul> <p>Points highlighted</p> <ul style="list-style-type: none"> <li>• Compass / Kaartdijin will commence</li> <li>• New basketball courts have commenced</li> <li>• A hold has been placed on the louvre replacements</li> <li>• SAIL Network</li> </ul> <ul style="list-style-type: none"> <li>➤ Bradley Barbuto asked for clarification on the cubby house grant</li> <li>➤ Aimee North raised that there had been no Do It For Dolly Day</li> </ul>	<p>All reports tabled</p> <p>Funding Agreement tabled and signed</p>
6.3	<p>IPS Report</p> <p>There have been changes to the Perenjori Show – they no longer have the family interest tent. We will be providing our own marquee.</p>	<p>IPS Report tabled</p> <p>IPS Assistant will be following up Board training</p>
<b>7.0 Other Business</b>		
	<p>Nicola Appleton</p> <ul style="list-style-type: none"> <li>• A positive outcome with the Josh Kennedy Foundation focusing on academic achievements, tying them in with sporting rewards</li> </ul> <p>Linda Jenkins</p> <ul style="list-style-type: none"> <li>• Could Ben Luff could film some footage for PBS?</li> </ul> <p>Bradley Barbuto</p> <ul style="list-style-type: none"> <li>• We could include a QR code on the PBS posters that take you to the videos</li> </ul> <p>Tonia Carslake</p> <ul style="list-style-type: none"> <li>• At the recent Aboriginal Cultural Reference Committee meeting, signage for the classrooms was tabled.</li> <li>• Signage will have the classroom name in Wadjarri with an appropriate animal or plant</li> </ul> <p>Helen Walter</p> <ul style="list-style-type: none"> <li>• Congratulated Tonia on her selection for the Harvard Fellowship</li> </ul>	<p>Ben Luffs preliminary video with Mrs. Perry's class was tabled</p>
<b>8.0 Roundtable Evaluation</b>		
	<p>Bradley Barbuto</p> <ul style="list-style-type: none"> <li>• Good meeting</li> <li>• Informative</li> <li>• Thank you</li> </ul>	
<b>9.0 Meeting Close/next meeting</b>		
	<ul style="list-style-type: none"> <li>• Meeting closed at 4.35 pm</li> <li>• Next meeting 15 September 2025</li> </ul>	

  
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 Signed (Chair)

1-12-2025  
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 Date