

UNLOCK YOUR SCHOOL'S FUTURE



An Independent Public School

Minutes of Meeting December 1, 2025

Morawa DHS Library, commencing at 3.30 pm

- **ATTENDEES:** Tonia Carslake (Principal), Helen Walter, Linda Jenkins (MCS), Nicola Appleton, Narelle Knox, Aimee North, Luke Wallace, Sara Coaker, Tracy Tapscott (Deputy Principal) Maryanne Milloy-Rakich (IPS Assistant), Chloe Knox-Atkinson (secondary student representative), and Khobi Porter (primary student representative)

1.0	Welcome and Apologies	Actions
1.1	Opening and Welcome. <ul style="list-style-type: none"> • Meeting opened at 3.36 pm • Welcome to Country • Welcome to student representatives Khobi Porter and Chloe Knox-Atkinson 	Carolyn Lewis did the Welcome to Country
1.2	Confirmation of Agenda	Agenda confirmed
1.3	Apologies: <ul style="list-style-type: none"> • Bradley Barbuto 	
2.0	Housekeeping	
2.1	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.	Nil
2.2	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
Moved item 5.2		
5.2	Student presentation <ul style="list-style-type: none"> • Reports read as tabled 	Primary and Secondary reports tabled Students left the meetings at 4.50pm
3.0	Minutes of Previous Meeting	
3.1	Review Minutes of previous meeting (June) <i>Narelle Knox moved the minutes of the meeting held on 23 June 2025 be approved, seconded Tracy Tapscott. Carried.</i>	Previous Minutes tabled and confirmed


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3.1 Cont'd	Review Minutes of previous meeting (September) <i>Narelle Knox moved the minutes of the cancelled 15 September 2025 meeting be approved, seconded Tracy Tapscott. Carried.</i>	Previous minutes confirm and tabled
4.0 Correspondence		
	<ul style="list-style-type: none"> • Inwards <ul style="list-style-type: none"> ➤ Agenda item Bradley Barbuto ➤ Agenda item Aimee North • Outwards <ul style="list-style-type: none"> ➤ Response from the Principal to Bradley Barbuto ➤ Response to Aimee North 	Correspondence tabled
5.0 General Business		
5.1	Board Chair report <ul style="list-style-type: none"> ➤ Report read as tabled ➤ Board Chair thanked the board for their support in 2025 <i>Narelle Knox moved that the board report be accepted. Seconded Nicola Appleton. Accepted.</i>	Board chair report tabled
5.2	Student presentation	Item moved to before item 3
5.3	Tour of new facilities – Transportable Classroom, Multipurpose courts, Cubby, Yarning Circle	Item delayed to the end of the meeting due to the heat
5.4	Below are the School Development Days planned for 2026 Term Dates 2026 Students Term 1 2 February 2026 - 2 April 2026 Term 2 21 April 2026 - 3 July 2026 Term 3 – 21 July 2026 - 25 September 2026 Term 4 – 13 October 2026 -17 December 2026 Staff Professional Development Days [Pupil Free Days] Term 1 -29 & 30 January 2026 Term 2 - 20 April 2026 Term 3 – 20 July 2026 Term 4 – 12 October and 18 December 2026	Board endorsed the school development days as tabled including an extra development day on October 12.
5.5	Morawa DHS- appointment as a 2026 Quality Teaching Strategy (QTS) lead school	Item covered in Item 6.1 Principals report.
5.6	Aspirations for all – our students, our people – our system	Aspirations for all – our students, our people – our system document tabled and discussed
6.0 Reports and Updates		
6.1	Principal's Report (covered September meeting items also) Items highlighted <ul style="list-style-type: none"> ➤ Kindy orientation ➤ Students currently away on the ASPIRE camp ➤ Issues with multi purpose court are being addressed ➤ Morawa DHS- appointment as a 2026 Quality Teaching Strategy (QTS) lead school 	Principal's report tabled and read

6.1 Cont'd	<p>Schools that have engaged Morawa DHS are:-</p> <ul style="list-style-type: none"> • Miling Primary • Mullewa DHS • Dalwallinu DHS • Coorow Primary & • Three Springs Primary <ul style="list-style-type: none"> ➤ Focus 2026 will be tabled at the next meeting ➤ Wrap up of Harvard Fellowship 	
6.2	<p>Tracy Tapscott Primary</p> <ul style="list-style-type: none"> • Student Achievement <ul style="list-style-type: none"> ➤ Student numbers broken down ➤ Intervention programs discussed ➤ ACER progressive testing discussed <p>Mike McGann Secondary (Mike McGann left meeting at 4.50pm)</p> <ul style="list-style-type: none"> • Student Achievement <ul style="list-style-type: none"> ➤ Highlighted the achievements of 2024 graduate Peta Humphries ➤ Two new certificates will be on offer Sport & Recreation and Business Operations 	2025 SAER (Students at Educational Risk) report tabled
6.3	<p>Financial reports</p> <ul style="list-style-type: none"> • Contributions and Charges 2026 was emailed and approved by majority • 2025 SCF Statement • 2025 Operational One-line Budget Statement • 2025 Operational Cash report • 2025 Workforce update • 2026 Preliminary SCF Statement • 2026 Preliminary One-line Budget Statement • 2026 Draft Budget- update • 2026 Workforce planning 	<p>All reports tabled</p> <p>Contributions and Charges for 2026 noted</p>
6.4	<p>IPS Report</p> <ul style="list-style-type: none"> • Thank you to Mike McGann and Ann Westerink for helping me with set up at Perenjori Show • One board with an expiring term – Bradley Barbuto • Advertising for new board member/s will commence early in 2026 	<p>IPS Report tabled</p> <p>IPS Assistant will be following up Board training</p> <p>IPS Assistant to commence advertising for new board member early in 2026</p>
7.0	Other Business	
	<p>Tonia Carslake</p> <ul style="list-style-type: none"> • Thank you to Bradley Barbuto for the completion of his term on the Board <p>IPS Assistant tabled possible dates for meetings in 2026. These will be finalised early in 2026</p> <ul style="list-style-type: none"> • Monday March 30 • Monday June 22 • Monday September 14 • Monday November 28 	<p>Bradley's commitment to the board to acknowledge via letter. IPS Assistant to draft up in consultation with the principal</p> <p>Meeting dates to be finalised in 2026</p>

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8.0	Roundtable Evaluation	
	Nicola Appleton <ul style="list-style-type: none">• Reports are user friendly and very comprehensive, very clear and easy to understand• Financial reports are very thorough	
9.0	Meeting Close/next meeting	
	<ul style="list-style-type: none">• Meeting closed at 5.05 pm• New dates to be finalised	
5.3	General business item rescheduled	
5.3	Tour of new facilities <ul style="list-style-type: none">• Transportable Classroom• Multipurpose courts• Cubby &• Yarning Circle	


Signed (Chair)

30/03/26
Date

