



## BOARD MEETING 19 SEPTEMBER 2024 MINUTES

### 1. Declaration of opening

Charlotte Cook-Casey, Board Chair 3.17 P.M.

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### 2. Acknowledgement of Country

Charlotte Cook-Casey, Board Chair

*I respectfully acknowledge the Yued people as the traditional custodians of the country that we meet on today, and pay my respects to Elders past, present, and emerging.*

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### 3. Record of attendance, apologies and leave of absence.

**Present:** Charlotte Cook-Casey (Chair); Kevin Brady (Principal); Andrea Vis; Nikki Woods; Ana Masters.

**Apologies:** Trevor Pugh; Steve Fidge

**Observer:** Judith Allen.

A quorum was declared with five (5) members present and a majority of parent / community representatives. Judith Allen (staff representative) will be an observer at the meeting.

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### 4. Board Membership and Tenure

Kevin to approach community member as an additional member of the Board.

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### 5. Declaration of conflicts of interest

None.

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### 6. Confirmation of minutes

**Moved:** That the minutes of the meeting on 1 August 2024 are approved.

**Moved:** Nikki Woods      **Seconded:** Ana Masters



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7. Business arising from minutes.

Kevin to forward plans for the new Kindergarten Building.

Kevin to follow up letter to the Minister regarding school bus stops.

Kevin to report on rehabilitation of fire damaged area (previously Rooms 13 and 14)

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8. Correspondence In

Nil

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9. Correspondence out

Nil

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10. Principal's Report

Document 9-C-24 Principal's Report

**Questions**

The status of externally provided music lessons. Music lessons provided by external providers are established under a Community Use of Facilities Agreement as per Department of Education policy. The school recognises that parents value these lessons. There is increasing pressure on the use of the Performing Arts Centre, including as a home for the Chaplain. At this stage the school intends to continue the music lessons. The CUoF agreement is negotiated each year.

Encouraging enrolment. Providing information to parents and community to encourage enrolment of new families and counter negative perceptions is seen as important. Suggestions included production of a video to show the positive aspects of the school.

Communications through Compass / Kaartdijin. Compass will become the default communications platform, but some teething problems are being worked through. Some communications of events and program have not been effective enough.



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## 11. Financial Information

### Financial Reports

Documents: 9-F-24, 9-G-24, 9-H-24

Noted

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## 12. Topics for Discussion:

### 12.1 Reporting to Parents – Policy and school procedures

Discussion on Reporting to Parents. Document sent to Board members regarding change of policy by the Department of Education. The Board recognised that the policy change would have implications for reporting to parents. The Board sees that there is a potential reputational issue for the school in managing the transition. The Board noted that there will be no change to the reporting process this year and asked about the possibility for parent input. Kevin explained that on 66% of parents download reports that are sent home at the end of the semester. The school will survey parents later this year to ensure that parents' views are included in the final policy. The Board requested more information and to be involved in the development of a final policy.

### 12.2 NAPLAN Data

Principal presented the data for NAPLAN for 2024. While trends are generally increasing, the principal expressed concerns for the data, especially regarding the low numbers of students at the very top levels of achievement. Kevin explained that there have been changes to the format and timing of the assessments and that these changes appear to have had an impact. The Board noted that the data may impact on Gingin DHS as a school of choice for parents.

Charlotte asked for clarification on the Board's role in working to improve the results. Kevin explained that the Board has a governance role and that the Board should expect the school to report on strategies to address concerns, including in the development of the Business Plan.

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## 13. Next Meeting Date

24 October 2024

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14. Agenda items for next meeting

Costs and Charges for 2025  
Personal Student Items for Purchase 2025  
Classes 2025

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15. Closure of meeting

4.55 p.m.