

Minutes for School Council Meeting

Meeting 3

Theme:

Date: 8 June 2026

Time: 4:30pm

Present:

Nick Stenhouse (Principal), Ian Pryor (Chair, Parent Representative), Amanda Jacobs (Deputy Chair/Secretary, Parent Representative), Tamar Sommerville (Parent Representative), Luana Gilman (Staff Representative), Mark Bain (Community Representative)

Item	Topic	Discussion / Notes	Decision / Noting / Actions
1. Opening of Meeting & Acknowledge of Country			
1.1		Meeting opened by the Chair. Acknowledgement of Country delivered and members reminded to declare any conflicts of interest.	Nil
2. Apologies			
2.1		Apology received from Jayde Conway due to illness.	Nil
3. Acceptance of previous minutes			
3.1		Previous minutes accepted as a true and accurate record.	Decision: Accepted
4. Business Plan			
4.1	Curriculum and Education Delivery Presentation	<p>Luana Gilman presented on the implementation of the Business Plan priority areas of reading and mathematics fluency.</p> <p>Council members observed practical classroom examples including reading fluency routines, Talk for Writing strategies, vocabulary instruction, mathematics fluency games, NumBots, Times Tables Rock Stars and explicit vocabulary teaching in mathematics.</p> <p>Discussion focused on consistency of practice across classrooms, cognitive load theory, engagement, and the school's</p>	Noted

		whole-school approach to reading and mathematics improvement.	
4.2	Cultural Responsiveness Strategy Update	<p>Nick Stenhouse presented on behalf of the Cultural Responsiveness Team. Council noted staff participation in Cultural Responsiveness and Cultural Safety professional learning, National Reconciliation Week activities, Wear Yellow Day fundraising (\$227 raised for Children's Ground), and extensive planning for NAIDOC Week.</p> <p>Council discussed strengthened relationships with Aboriginal families and community members, including involvement from Michelle Donaldson, Aaron Donaldson and local community representatives.</p> <p>Council acknowledged the positive growth in community-led engagement and cultural learning opportunities.</p>	Actions: Mark Bain to provide Nick Stenhouse with guidance on City of Canning Aboriginal Cultural Responsiveness Grant.
4.3	Education Awards	Council discussed potential nominations for upcoming education awards, including the WA Education Awards and Australian Teacher of the Year Awards. Members agreed to review award categories in greater detail at the next meeting and consider nominations for both staff and whole-school initiatives.	Action: TS to circulate award categories to Council members for consideration of preferred target awards.
5. Correspondence In/Out			
5.1		Invitations to the Annual Public Meeting (AGM) have been distributed to community representatives, elected officials and community organisations. Additional invitations will be extended to local early childhood providers and community groups where appropriate.	Action: Further invitations to AGM to be considered by Principal.
6. Actions from previous meetings			
6.1		Actions reviewed. Outstanding items carried forward where applicable.	Nil
7. Governance			



7.1	Department of Education Strategic Plan Review	<p>Council reviewed the Department of Education Strategic Plan and noted strong alignment with the school's current Business Plan priorities.</p> <p>Terms of Reference to be reviewed at a future meeting, including recommendations regarding minimum meeting requirements.</p> <p>Council self-assessment survey results were discussed, highlighting strengths in culture and process and opportunities for improvement in strategic planning and community engagement.</p>	<p>Action: to improve council visibility and engagement with school community, TS to prepare a short summary of council meeting discussions for inclusion in the next school newsletter. Include a link to the meeting minutes published on the website for the previous meeting.</p>
7.2	Risk Management	<p>Nick Stenhouse provided an overview of the school's risk management framework, including governance, safety and welfare, human resources, finance and administration, and corporate management. Council noted the recent compliance audit result of 'Good', with no major findings identified.</p> <p>Members discussed future review of the Council Terms of Reference and considered recommendations arising from the audit.</p>	<p>Action: Terms of Reference to be reviewed at future meeting, in particular minimum number of meetings per year.</p>
7.3	Update on Community Engagement Activities of Council	<p>Council members reflected on engagement with Aboriginal families, the Yarning Circle process and broader community involvement. Members supported ongoing visibility of Council activities through newsletters, publication of meeting dates and participation in school events including NAIDOC Week activities and assemblies.</p>	<p>Noted</p>
8. Finance			
7.1	Reserve Plan	<p>Financial reserve planning to be updated for next meeting due to information being unavailable in time for meeting.</p>	<p>Action: item to be carried over to next meeting.</p>
9. General Business			
9.1	Grants Subcommittee		<p>Noted</p>
9.2	Parent Interviews	<p>Parent interview survey results were discussed, with approximately 10% response rate noted.</p>	<p>Noted</p>



		Council supported continued planning for parent interviews and noted an additional School Development Day allocation from the Minister.	
9.3	Annual Public Meeting	Addressed at item 5.1	Nil
9.4	P&C Update	Council acknowledged the ongoing contribution of the P&C and their support of school events, fundraising activities and community engagement initiatives.	Noted
	Close Meeting	6.10pm	
	Next Meeting	Annual Public Meeting: 17 June 2026 Next School Council Meeting: 3 August 2026 (Week 3), 4:30pm	

WPS Chairperson Signature

