

Minutes for School Council Meeting

Meeting 5

Theme: Engagement

 Date: Monday, 3rd August 2026

Time: 4:30pm

Present:

Nick Stenhouse (Principal), Ian Pryor (Chair, Parent Representative), Amanda Jacobs (Deputy Chair/Secretary, 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 Tamar Sommerville.	Nil
3. Acceptance of previous minutes			
3.1		Previous minutes accepted as a true and accurate record.	Decision: Accepted as a true and accurate record
4. Actions from previous meetings (not dealt with later in Agenda)			
4.1	Financial reserve planning	The item was deferred because the agenda was already substantial and the next meeting was considered a more appropriate time for detailed reserve planning.	Action: Carry forward to Meeting 6 (7 September 2026).
5. Correspondence In/Out			
5.1		Nil	
6. Governance			
6.1	Terms of Reference amendment	Council considered the audit recommendation to replace the stated seven meetings per year with a minimum requirement of two. Members noted this establishes a compliant minimum and does not limit Council from meeting more frequently.	Decision: Approved unanimously. Amend the Terms of Reference to require a minimum of two meetings per year. Action: Ian Pryor to update the document and retain the amendment at the annual review.



6.2	Communication and Engagement Strategy	Work is continuing on a consolidated protocol covering how parent communications are received and how teachers, administration and the whole school communicate with families and the community.	Action: Nick Stenhouse to present the communication protocol at the next meeting.
6.3	Semester 2 engagement calendar	Council discussed visibility at the athletics carnival, Book Week dress-up activities and the junior primary production. The Chair indicated willingness to assist with medal presentations at the athletics carnival.	Action: Nick Stenhouse to email Council the athletics carnival date, times and relevant activity details.
6.4	Annual Public Meeting debrief	Council welcomed the increased attendance of community representatives and elected officials. Members supported again linking the Annual Public Meeting with another school event, while improving promotion and ensuring it appears in the event run sheet.	Noting: Noted for planning the 2027 Annual Public Meeting.
6.5	Student Behaviour policy review	Council reviewed the Department policy and WPS behaviour guidelines. Discussion covered restorative practice, positive behaviour supports, multi-tiered support, bullying as repeated targeted behaviour, inclusive responses for neurodivergent students, and the importance of clearer parent communication. Further work on emotional regulation approaches was foreshadowed.	Noting: Policy and current school approach reviewed and noted. Action: Nick Stenhouse to include clearer parent-facing behaviour communication within the broader communication protocol.
6.6	Community engagement activities	Council visibility through newsletters, published minutes and attendance at assemblies was noted. Members reported acknowledging community contributions following NAIDOC Week.	Action: Amanda Jacobs to continue publishing meeting notices. Nick Stenhouse to arrange for approved minutes to be published on the school website.
7. Finance			
7.1	Budget update - half-year review	Council reviewed the one-line budget. Enrolment was reported at 298 students, including 37 Aboriginal students.	Decision: Budget update accepted.



7.2	Finance Committee report	The report covered internal transfers and allocations, leasing 70 replacement iPads/devices, proposed reserve priorities for carpark safety and early childhood development, and the status of a proposed Bunnings sausage sizzle.	Action: Nick Stenhouse to confirm whether the Bunnings fundraiser remains scheduled.
7.3	2027 Contributions and Charges	Council reviewed the 2027 schedule, noting modest CPI/provider-cost increases and efforts to minimise costs. Key changes included a \$50 Kindergarten amount, \$130 instrumental music hire, \$30 for Twelve Stars and \$20 for WAGSMS/vocal group participation. The Year 6 camp estimate was reduced to approximately \$180 through a two-day, non-residential format with team-building and museum activities.	Decision: Council approved the 2027 Contributions and Charges schedule for issue with enrolment and parent information.
8. Business Plan			
8.1	Student engagement - attendance and behaviour	Sam James, Deputy Principal presented the attendance data for Semester 1. Semester 1 attendance was 88.1%, with 66% of students attending regularly and a marked increase in approved and unapproved vacations. Late arrivals reduced from 1,509 to 648. Compass is providing more accurate absence data; weekly follow-up, family contact and attendance incentives are in place. Positive behaviour acknowledgements increased and school behaviour remained generally low-level.	Noting: Attendance and behaviour data noted. School administration to continue targeted follow-up and recognise both strong and improving attendance.
8.2	Business Plan mid-year review	Staff self-assessment showed many actions on track, several achieved, and some targets requiring updating. Council welcomed evidence that the plan is actively guiding practice. Priorities include embedding current initiatives, strengthening teacher moderation and high-impact teaching strategies, and increasing focus on wellbeing, engagement and Positive Behaviour Support/Berry Street approaches.	Noting: Progress noted. School leadership to update targets and continue implementation priorities.
8.3	Cultural Responsiveness update	Kate Webster and Dee Schwass reported on a successful NAIDOC Week featuring a Welcome to Country in language, whole-school artwork, weaving, badge and boomerang activities, family participation, food, assembly and family afternoon tea. Future work will use the Aboriginal Cultural Standards Framework, student voice and continued community	Noting: Progress noted and community contributors acknowledged. Action: Cultural Responsiveness Team to define what cultural responsiveness means in the WPS



		consultation to shape short- and long-term planning, including totem-based learning and possible City of Canning grants.	context and continue community/student consultation.
8.4	Community survey update	Student and staff surveys were complete. Parent surveys were underway, with 31 National School Opinion Survey responses recorded against 41 in 2024. Early culture-survey results indicated improvement across all domains; further responses were required for a valid comparison.	Action: Nick Stenhouse to continue promotion through Compass, assemblies, QR codes and classroom engagement; report compiled results to Council.
9. General Business			
9.1	Awards Committee	Council supported nominating the school in recognition of improvement in teaching, learning, student outcomes and culture. Excellence in Teaching and Learning and Wellbeing and Learning were identified as strong potential categories.	Action: Amanda Jacobs to lead finalising the preferred award category/application and seek staff input and supporting evidence.
9.2	Grants Committee update	Potential City of Canning opportunities connected with cultural responsiveness projects were noted.	Action: Grants Committee/Cultural Responsiveness Team to progress suitable opportunities.
9.3	P&C update	P & C were grateful for gifts presented to them by the committee.	Noted.
	Close Meeting	6.10pm	
	Next Meeting	Meeting closed at approximately 6:00 pm. Next School Council Meeting: Monday, 7 September 2026 (Week 8), 4:30 pm. Theme: Achievement.	

Confirmed as a true and accurate record:



WPS Chairperson Signature

