

LEDA PRIMARY SCHOOL BOARD MEETING MINUTES

Date	05.03.25	Chair	Jaime	Time	2:45pm
Members Present	School Staff Sarah Hill Jodie Williams Tracey Sweetman Haylee Shaw Emma Augustin	Parents Jaime Farrant Katherine Gray		Community Member Wendy Hill Ethan Chadd Kelly Barker	
Apologies	N/A				
Absent	N/A				

Opening and Acknowledgement of Country, Welcome, Apologies, Absentees, resignations

Time	Item	Documents	Purpose	Led By	Recommendations
15 mins	- Welcome - Apologies - Noting of minutes of last meeting. - Correspondence in and out	Previous minutes Pip Greaves resignation due to children moving to a different school	For approval Noted	Chair	Acknowledgement of Country Moment of Reflection A minute of silence was observed to reflect on current events, including the impact of natural disasters such as cyclones. Member Introduction Each member introduced themselves, sharing their background, role, and what inspires them in their contribution to the school community. Minutes of the previous meeting Dated 30th October were reviewed and accepted as a true and accurate record of the meeting. ACCEPTED: Jodie Williams SECONDED: Haylee Shaw Formal thank you card to be sent to Pip Greaves.

General Business					
	- Review of Board Membership-Tenure - Voting of Chair of board		Noted Noted & Approved	Chair/Principal	School Board Members – 2025 Update Staff Representatives: Sarah Hill (Mandatory) Haylee Shaw (Minutes) Jodie Williams – Term ends 31.12.26 Tracey Sweetman – Term ends 20.02.27 Emma Augustin – Term ends 20.02.27 Parent Representatives: Jaime Yallup – Term ends 25.10.25 Katherine Gray – Term ends 04.06.27 Community Representatives: Wendy Hill – Term ends 25.04.25 Ethan Chadd- Term ends 07.08.27 Kelly Barker- Term ends 31.12.25 (Board tenure to be reviewed and updated as needed.) CHAIR OF BOARD: Jaime Yallup voted as Chair for 2025
	Code of Conduct			Chair/Principal	Reread before next meeting (attached).
	Mandatory Training for board members	Accountable and Ethical Decision Making & Aboriginal and Torres Strait Islander Cultural Awareness		Principal	Action Item: Member Access to Accountable and Ethical Training A link was sent to all members to complete the training; however, feedback indicated that the link was not working. Haylee will add members into DAM to ensure access.

	Finance Update	2025 Preliminary Cash Budget & Prelim One Line Budget Statement	For Noting	Haylee (MCS)	2025 Preliminary Budget- NOTED Haylee shared that the Finance Committee met on 19.11.24 and 18.02.25 to discuss and finalise the 2025 Preliminary Budget. A copy of the preliminary cash budget was emailed to board members prior to the meeting, with a hard copy also provided today. The Finance Committee has approved the budget, and it was presented to the board for noting. During discussions, Haylee provided an overview of the Carry Forward amounts (cash & salaries), noting that while the school is currently in a strong financial position, declining student numbers will result in smaller carry forward amounts in future years.
	Principal's Report			Principal	See attached Jaime asked if board members are allowed to attend staff professional learning (ie upcoming ADHD PL). Yes, where appropriate and relevant.
	Parent Meeting early close at 1:13 02.04.25 Open Board Meeting Public School Review Term 3 2025		For Approval For feedback For noting	Chair Jaime Sarah	Online booking system for parents Feedback survey for parents – free coffee van Supervision available for parents who are unable to pick their children up early Approved <u>Suggestions</u> Historically, not well attended Guest speaker, hold it outside <u>More parents on the board</u> ACTION – current board members approach parents who may wish to be on the board. We have been notified that our school will undergo a public school review in Term 3 2025. All members present have been involved in a school review previously and are happy to participate again.

	• Action Respect Grant		Information and feedback	Jodie	This item will be carried forward to the next meeting.
Next Meeting: Wednesday 26 March at 3:00pm					

Signed: _____ Date: _____ Chairperson