



LEDA PRIMARY SCHOOL BOARD MEETING MINUTES

Date	26 th March 2025	Chair	Jaime Farrant	Time	3:00pm
Members Present	School Staff Sarah Hill Jodie Williams Emma Augustin Haylee Shaw	Parents Jaime Farrant	Community Member Wendy Hill Kelly Barker		
Apologies	Tracey Sweetman, Katherine Gray & Ethan Chadd				
Absent	N/A				

Opening and Acknowledgement of Country, Welcome, Apologies, Absentees, resignations					
Time	Item	Documents	Purpose	Led By	Recommendations
3pm	- Welcome - Apologies - Noting of minutes of last meeting - Correspondence in and out - Board Values	Previous Minutes Parent nomination Copy emailed to Board members	For approval For approval For noting	Chair	Acknowledgement of Country & Change of Seasons The board acknowledges the traditional custodians of the land and the changing of the seasons. Moment of Reflection A brief pause to reflect on current events and happenings within our community. Minutes of the Previous Meeting The minutes from the meeting held on 5th March 2025 were reviewed and confirmed as a true and accurate record. Accepted: Kelly Barker Seconded: Wendy Hill

					Parent Nomination Approval The board formally approved the nomination of Soma Datta as a parent representative. • Action: Sarah Hill will extend a formal invitation for Soma to attend the next board meeting. • The board acknowledges and appreciates Sarah Hill for engaging with teachers to encourage parent participation and Narelle for reaching out to parents during Harmony Day. • Soma's inclusion will enhance parent representation on the board, bringing a wealth of knowledge from diverse cultural perspectives and international experiences.
General Business					
3.10pm	• Action Respect Project		For feedback	Jodie Williams	Action Respect Project The project is being adapted to align with contextual needs. • Jodie recently completed professional learning. Initially in the discovery phase, she has now transitioned into a new phase of learning based on insights gained. • Jodie engaged Year 6 students by posing focus questions to gather data and community feedback. • Jodie facilitated an exercise with board members on approaching relationships and respectful interactions. • Year 6 students demonstrated a strong connection between their responses and the school's PBS.

					• They had a clear understanding of what is not respectful. • The collected data will be entered into a spreadsheet for further review.
3.30pm	• Principals Report	Report Attached	For noting/discussion	Sarah Hill	Harmony Day A highly successful event with a great turnout of families. P&C lunch orders were well received. Emma raised a valuable question on measuring success, with family engagement being a key indicator. Thanks to all staff involved. NAPLAN & Maths Naplan completed and thanks to Jodie for ensuring staff and students were prepared. Alcoa Foundation Real World Technologies Program Leda PS has been selected for this 2025 program in partnership with Scitech, supporting teachers in integrating digital technologies across the curriculum. • Launch workshop held in the Science room on Monday, providing professional learning for Kwinana Network teachers. • Schools receive Micro: bits to develop coding skills through hands-on learning • Jaime raised a query regarding the presence of a mining company and schools. Jamie is questioning the nature of the content and alignment with values. Newsletter Communication Plan to broaden communication by trialling both electronic and paper versions: • Electronic version. • Paper copy to youngest sibling + available in the front office. • Three editions per term, to be assessed.

					Parent-Teacher Interviews (Wednesday 02/04) • Coffee van onsite. • Opportunity to gather parent and carer feedback on key focus areas like communication and relationships. • Jaime suggested P&C promote the event on their Facebook page.
3.45	• Finance Update	Prelim One Line Budget Statement, Prelim Student Centred Funding Statement and Vols Collection Rate	For Noting	Haylee Shaw	• Operational Dashboard goes live 01/04/25- next board meeting members will be provided with operational reports. • Haylee apologised for miscommunication regarding voluntary contribution statement distribution. Statements were sent out two weeks ago, as per the usual termly process. • Statements help parents verify if their voluntary contributions have been received, as an external company collects these with booklists so it is a good way of checking. • Members agreed to continue sending statements for Term 1 only. • Haylee suggested posting friendly reminders on Facebook. • Voluntary contributions collection rate is only slightly down from 2024.
3.50	• Business plan review- Relationships & Partnerships: School Board, Engaging with the community		For feedback	Sarah Hill	Relationships and Partnerships: Discussion on the function and role of the School Board, supported by evidence such as training, professional learning, regular meetings between the Board Chair and Principal, documented files for members and a focus on consistency and shared contributions.

					• 2025 Improvements Strategy what we will do? Increase parent participation and diversity on the Board. • Seek broader community input through conversations and surveys. • Promote the Board's presence at Kindergarten orientation and school events. • Enhance visibility through photos of Board meetings and members in newsletters. • Feedback & Engagement • Jaime's Comment: greater engagement amongst members and an improved culture of sharing ideas. • Sarah asked board members what we demonstrated in today's board meeting: Members responded "voice, teamwork, care, learning, integrity" • Next board meeting we will talk about other items on the business plan review.
4pm	• Conclusion of Board Meeting			Chair	
Next Meeting: Wednesday 21 st May 2025 (Term 2 Week 4)					

Signed: _____ Date: _____ Chairperson