



LEDA PRIMARY SCHOOL BOARD MEETING MINUTES

Date	10.06.2026	Chair	Jaime Farrant	Time	3:00pm
Members Present	School Staff Sarah Hill Jodie Williams Tracey Sweetman Haylee Shaw (Minutes)	Parents Jaime Farrant		Community Member Kelly Barker	
Apologies	Soma Datta, Wendy Hill				
Absent	Ethan Chadd				

Opening and Acknowledgement of Country, Welcome, Apologies, Absentees, resignations					
Time	Item	Documents	Purpose	Led By	Recommendations
3pm	<ul style="list-style-type: none"> Welcome Apologies Noting of minutes of last meeting 	Previous Minutes	For approval	Chair	Welcome Jaime opened the meeting and welcomed Deputy Principal Sam Mason who attended to provide an overview of the Attendance Tracker initiative. Apologies noted as above. Minutes of Previous Minutes The minutes of the previous meeting held on 13.05.2026 were reviewed and confirmed as a true and accurate record. Accepted: Kelly Barker Seconded: Jodie Williams

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<p>3.15pm</p>	<ul style="list-style-type: none"> Principals Report 	<p>Report Attached</p>	<p>For noting/discussion</p>	<p>Sarah Hill</p>	<p>Student Numbers Since Census in February our enrolments have increased from 348 to 378 students.</p> <p>Complex Students – Minister’s Statement A \$15.7 million Disability and Inclusion Professional Learning Hub will be established as part of a new package of initiatives designed to support schools. The goal is to equip principals, teachers and education assistants with the tools, training and support to better assist students with disability and complex needs. DoE strategic plan released which outlines system-wide priorities. To support implementation of the strategic plan and strengthen access to disability training and professional learning, an additional school development day will be introduced for 2027. The Complex Behaviour Support Coordinator and Small Group Tuition Initiatives will be extended for another year.</p> <p>Staffing We have just finalised a recruitment pool of K-6 teachers. We had 10 applicants and have placed five in the pool. Teachers remain in the pool and can be selected for positions for 12 months. I am currently negotiating for staff to take over from Mrs Shaw and Mrs Nesbitt who are taking maternity leave and for the new Year 2/3 class that will be formed in the restructure.</p> <p>Berry Street Education Model Jodie Williams (Deputy Principal) and I recently attended the first day of this programme. ‘The Berry Street Education Model (BSEM) is an approach to teaching and learning that enables educators to successfully improve all students’ self-regulation, growth, and academic achievement. Our unique approach equips mainstream and specialist schools with practical strategies to</p>
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					<p>increase engagement and proactively support all students, including those with complex, unmet needs. BSEM is offered as a suite of structured professional development and consultation services for school leaders, teachers and support staff. Our model builds on Berry Street's 140 years of experience supporting children and their families. The positive impacts of BSEM on engagement and academic growth, student and staff wellbeing, and school culture have been explored through over a decade of longitudinal research.'</p> <p>We were so impressed and thought the students at Leda PS would really benefit from this approach. We have shared the information with the Ed Support and will book an information session for staff early next term. Board members are welcome to attend. It is four days of professional learning which would be done over a two-year period.</p> <p>Leda PS Choir</p> <p>This morning, the Choir performed at the Rockingham Choir Festival held at Rockingham Senior High School. Feedback from parents was that it was absolutely fantastic, a breath of fresh air. The way the children performed and behaved really stood out. It is a credit to our Music teacher, Leanne Jeffrey. Thank you also to our AIEO, Ebony Maguire who works with Leanne to support and enhance choir performances.</p>
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3.25pm	<ul style="list-style-type: none"> Finance Update 	Student Centred Funding Statement, One-Line Budget Statement, Voluntary Contributions Update.	For Noting	Haylee Shaw	<p>Finance Report The Student-Centred Funding Statement and One-Line Budget Statement were presented. The Board noted that revenue and expenditure are tracking in line with budget expectations, with expenditure anticipated to increase as planned projects progress throughout the year. Classroom budgets will conclude at the end of Semester 1.</p> <p>Voluntary Contributions Voluntary contributions received to date total \$5,120, representing a collection rate of 28.6%, consistent with the previous reporting period.</p> <p>Finance Committee Report Haylee provided an update from the Finance Meeting held in Week 7. Discussions included planned playground upgrades for Blocks 1 and 5, with funding approved and planning underway. An update was also provided on the approved refurbishment of the wet areas in Blocks 1 and 2, with works expected to be completed during the September/October school holidays.</p>
3.30pm	<ul style="list-style-type: none"> CCTV Upgrade 	Map of proposed cameras	For discussion	Haylee Shaw	<p>CCTV Upgrade Haylee presented a quotation and site map for a proposed CCTV upgrade following a recent break-in and to enhance safety and security for staff working alone or outside normal school hours.</p> <p>The school will continue discussions with ESC regarding the proposed camera locations. Once locations have been finalised, staff will be informed. Haylee will provide a further update at the next Board meeting.</p>

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3.40pm	<ul style="list-style-type: none"> Attendance Tracker Initiative 		For information	Sam Mason	<p>Attendance Data Tracker Initiative</p> <p>Sam Mason presented the Attendance Data Tracker initiative, which focuses on improving student attendance through positive reinforcement and tracking daily attendance data.</p> <p>The initiative was developed in consultation with staff and has received positive feedback from teachers. Strategies include classroom attendance trackers, posters, stickers, and recognition of both students achieving 90%+ attendance and those demonstrating significant improvement. Future plans include increased engagement with families through school communications and social media.</p> <p>Discussion occurred regarding the display of attendance trackers. It was noted that some teachers have chosen to place trackers in less visible locations and address attendance concerns privately where appropriate. This remains at the discretion of individual teachers.</p> <p>Tracey S shared a teacher perspective, advising that students have responded positively to the initiative. The attendance data would continue to be monitored to assess the impact of the program and encourage positive attitudes towards school attendance.</p> <p>It was also noted that "late notes" have been replaced with "welcome notes" as part of the positive attendance approach.</p>
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3.45	<ul style="list-style-type: none"> Restructure Update 		For information	Sarah Hill	<p>Restructure Update</p> <p>An update was provided on the planned class restructure. K–3 teachers have met to discuss the process, and families of students in Room 18 have been contacted regarding the splitting of the Kindergarten class into two groups.</p> <p>A letter is being prepared for Year 1, 2 and 3 families to outline the restructure process and provide information on the criteria being considered when allocating students to classes, including friendships, student wellbeing and anxiety considerations.</p> <p>The use of social stories to support teachers in explaining the changes to students was also discussed.</p>
3.50	<ul style="list-style-type: none"> 2027-29 Business Plan 	DOE Strategic Plan	Take part in	Sarah Hill	<p>Business Plan Consultation</p> <p>Board members participated in a Business Plan consultation activity, recording 5 x ideas for key priorities on sticky notes. (examples included, student achievement, wellbeing and attendance etc). Board members then identified their top three priorities.</p> <p>Jaime suggested undertaking a similar consultation activity with parents at a school assembly to gather community feedback and inform future Business Plan development.</p>
4pm	<ul style="list-style-type: none"> Conclusion of Board Meeting 			Chair	Meeting closed
Next Meeting: 12 th August 2026. Week 4 Term 3.					

Signed: _____ Date: _____ Chairperson