

MINUTES FOR MEETING – 17th March 2026

5:00 pm Exmouth District High School – Board Room

Members: *Marcus Gianatti, Russell Roberts, Penny Coutas, Amanda Wilmott, Cath Godfrey, Gemma Bass, Bri Williams*

	Item	BOARD TO:						
1.0	Welcome and apologies (5 mins)							
1.1	Opening and welcome: <i>Present Marcus Gianatti, Penny Coutas, Amanda Wilmott, Cath Godfrey, Gemma Bass, Bri Williams</i>							
1.2	Guests: Lucas Plummer							
1.3	Apologies/Absentees: Russell Roberts (Gina Nowak end of Board term)							
1.4	Code of conduct – board members agree to abide by the Code. Conflict of interest disclosures. <i>Real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda.</i> Correspondence In and Out – Board Renomination – Gemma Bass End of Tenure – Gina Nowak Public School Review endorsement Marcus – Thankyou email to Gina Nowak Successful nomination – Courtney Grieve & Tamina Epding Crossing from WAPOL – Budget established with Shire for manned crossing							
2.0	Minutes of previous meeting (5 mins)	Approve						
.1	Previous meeting: Accepted: Amanda Wilmott Second: Gemma Bass Review of previous meeting minutes	Noted						
2.2	Actions arising <i>Review progress on actions arising from the previous meeting, including identifying any outstanding actions, date to be completed, and who is responsible for ensuring completion.</i> <table border="1"> <thead> <tr> <th>Person responsible</th><th>Action</th><th>Status</th></tr> </thead> <tbody> <tr> <td>Penny</td><td>Generic Email to be setup/looked into – Cannot have generic only Connect</td><td>Complete</td></tr> </tbody> </table>	Person responsible	Action	Status	Penny	Generic Email to be setup/looked into – Cannot have generic only Connect	Complete	
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	Cath/Caryll	Question/Answer Section for the school website – Not a complaints management	ongoing		
	Marcus and Cath	Traffic Management Still waiting on update	Ongoing		
	Noted - items cannot be carried over from meeting to meeting – Remove actions table for future meetings				
3.0	Student Census/Numbers				
	2026 Funding Agreement – Note for next meeting - Operational at 20% Budget. 2026 Funding Agreement subject to Audit 547 students at Census – Subject to audit - Expansion of Complex Behaviours Coordinator – Tom - Expansion of small group tuition Coordinator – Aimee Bailly				Receive funding agreement for noting next meeting
4.0	Terms of Reference				
	- Terms of reference presented with updated changes to reflect education ACT - Comparison - 5 parents 2 staff and 1 community member - Can Co-opt for specific initiatives 6.7 No voting power. Can take on Principal. Annually reviewed. 7.2 Deputy Chairperson – Do we want to appoint? 9.4 *Current Department approved * 6.5 – <i>Moved to make changes as discussed</i> <i>Moved Amanda Willmott Seconded Bri Williams Accepted</i>				
5.0	Board Membership				Noted
5.1	- Induction – 2 nominations received - Succession planning considerations - Community membership – invited as guests. Appoint against leaving members. Approach Amanada Kailas. Email Marcus ideas for community members. - Gemma renominated as per correspondence In. Lucas Plummer to be coopted to Board when Marcus Goinatti is unable to be present. Moved Penny Coutas Seconded Gemma Bass Passed - Board skills audit & review – Collection document surveys to go out. - CAB – Storage, requirements, membership. Links EV number through Icon. 14/5 Board & Principal training.				Survey to go to board members to gain skills understanding
5.2					
6.0	Annual Board Calendar				Noted
6.1	- Invite Literacy interns, Stephen Ralph WACE Pathways to next meeting - Public Meeting to be set T3				

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	- Facebook advertising the public meeting - Overview of Minutes sent to Community	
7.0	Update on the School Review	Noted
7.1	- Reviewed recommendations - Great achievement for the school - How do we as a board promote this to community - StepLab-Lily/Sarah N – tool map out a plan for individual teachers - Feedback and improvement cycle - Centre of Excellence – Wattle Grove visited sister school – Rebecca Young, Lily Reynolds-Shaw and Kendell Roberts. Instructional, support, student support - Code of Conduct – Student education agreement - Framework – How do we learn, behave, support – to bring to the Board - Consistency across the school - Engagement strategies - Building on modelling of Year 6 - Exceptional Year 2 Attendance (Does this belong here?) - Provide updates to Board <i>The Board commends the school on the Public-School Review. Clear celebrations and achievements and recognises the efforts gone into it.</i> <i>A letter be drawn up 4 times a year.</i> - Next Public-School Review will be in 3 years.	
8.0	National Quality Standard (NQS)	Note
8.1	- To be put on the Agenda for Helen Eaton (Leader NQS) and Nicole Duselli to present to the Board in a future meeting. - Play-based with intentional explicit teaching – Years 1-2 and Kindy—PP is too big a difference - Positive outcome – Growth - Will request another external validation within the next 2 years	
9.0	2025 Draft Annual Report	
	- Board provided a draft of the annual report. - Learning environment – Community growth - Aspirational targets with school reaching aspirational - Discussed writing change – green box year 3 - Positive, strong culture shift shown in data	
10.0	Board Priorities Strategic focus Annual goals/focus areas for the Board	Note
10.1	No discussion	
11.0	Term 1 Board Report to school Community	Note
	- End of each term – letter to Community from Board - Board to dot point during meeting for Chair to write report	

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	• Share what great work is going on in the school • What are the functions of the Board – Increase understanding • Advertise all board meeting	
12.0	Board training module	
	• Board members to review planned modules before the meeting for engagement • All board members are required to complete Aboriginal Cultures & Ethical Decision Making during tenure	
	Meeting closed 7pm. Meeting times – Tuesday Week 2 and Wednesday Week 8, each term	