School Board
Cunderdin District High School

DATE:	27 May 2025	**CHAIRPERSON:**	Tracey Irving
TIME:	5.02pm	**MINUTE SECRETARY:**	Karen Argent

ATTENDEES:	Jonathon Arnott, Tracey Irving, Todd Harris, Shannon Chant, Kaylee Hamilton and Adam Whisson
APOLOGIES:	Lisa Jasper, Paul Jasper, Julie Mussared, Pauline Smart and Dan Byrne

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	**Welcome** **Apologies** **Confirmation of the Agenda**	**Chairperson**	Tracey Irving welcomed all to the meeting.	
2.	**Disclosure of interest**	**Chairperson**	Nil	
3.	**Minutes of previous meeting**	**Chairperson**	Minutes from the previous meeting held 11 March 2025 were presented and the Board accepted them as a true and correct record. Moved: Kaylee Hamilton Seconded: Shannon Chant	
4.	**Actions arising from previous meeting**		Code of Conduct was emailed to all Board Members on 27 May 2025. Good Governance Training link was emailed to Tracey, Kaylee and Adam on 27 May 2025. Principal emailed Week 10 report last term. Statement of Expectation – waiting to be signed by Director General.	
5.	**Correspondence Out/In**	**Secretary**	Letter from Raechelle Lee, Executive Director, Strategy and Policy regarding Public School Review (PSR) to be undertaken in Term 4 2025. Mr Arnott put a request to the Regional Executive Director, Sally Panizza, to delay the PSR due to Mr Arnott being on long service leave in Term 4.	

			Mr Arnott has received confirmation the PSR has been pushed back to Term 1 2026.	
	Principals Report **Staffing Profile and Class Structure**	**Principal**	Principal's report was tabled. Please see attached. Teaching Quality – teaching quality and student achievement is linked to how QTS is going. We should receive Naplan results towards the end of this term. Learning Environment – Christina Lockyer (PBS Regional Co-ordinator) came to the school last week. She had positive interactions with PBS committee and gave some great advice. Two staff will be attending PD this Friday. Christina will return in Week 3 Term 3 to do assessment of our data. CDHS have filmed videos of staff and students making positive and negative choices. Still deciding whether to share with the community. Attendance Rate – Semester 1 attendance at 90.7% The State Average is 86%. 4 students are at less than 60%. Compass went live in Week 2 and we are still having teething issues. Mr Arnott presented a comparison each year from 2018 – we are almost back to pre-covid attendance levels. Parents will be given access to Compass soon. Relationships & Partnerships – Mr Arnott thanked the Shire for their efforts in Walk Safely to School Day and Road Week. We currently have 2 prac students here this term, with more coming later in the year. New Director of Wheatbelt – Sally Panizza. Mr Arnott recently attended a Principal's Conference. Leadership – Student Councillors will be running the Telethon Premier's Challenge. It was agreed that student leaders will be invited to present at future board meetings.	
	Funding Agreement for Schools 2025	**Principal**	The Funding Agreement for Schools 2025 was presented to the Board. The Board discussed and accepted the Funding Agreement, and the Principal and Board Chair signed the document as an endorsement. The School Board noted the acceptance of the Funding Agreement.	

	Finance	**MCS**	The School Financial Summary was tabled and discussed. Karen moved that the Finances were accepted as a true and correct record. Moved: Karen Argent Seconded: Adam Whisson	
	Terms of Reference	**Chairperson**	The updated Terms of Reference were presented to the Board. The current Terms of Reference is non-compliant in some areas. The Shire position on the Board is considered a “co-opted” role and will have non-voting rights. The principal will be a voting member. Quorum will be more than 50% of members. Tracey requested that all board members read the updated Terms of Reference, and the Board will vote at the next meeting if they wish to accept this updated document. If you have any questions, please consult the Board Chair or Principal.	To be voted at the next Board Meeting.
	Reports and Operational Matters Building and Facilities	**MCS**	Earthquake Damage – the school received notification from Ron Norris (ICWA) that they will be applying exclusion 2.4(c) of the ICWA Policy and have denied our claim on the basis that our school is constructed on “reactive soils”. Karen has spoken with Jodie Steele at Dept of Finance who advised that they are fighting this on our behalf in the background. Jodie advised us to wait until we hear further details from her. Solar Panels – Tracey queried if the panels had been installed. Karen advised the Board the solar panels were installed late December 2024.	
	Other Business	**Mr Harris**	Shire Update: Continuing to follow up on grants. Footpath grant that was announced on the radio, is separate to the Shire Footpath upgrade. The new Shire bus has been selected – Yutong, 26 seats with wheelchair access. Planning is complete for the cover over the basketball courts, services were an issue. There will be no summer basketball	

			competition as work will begin at the end of the football season. There may possibly be a request to use the school basketball courts. Cricket nets have been marked out, ready for commencement. Wellness Hub at swimming pool – rough costings and plan has been completed, however the quote came back at nearly double the amount that is budgeted for the Shire to use ($2.83 million). Cottage Homes – Tracey asked if any progress on the next stage of Cottage Homes. Todd advised that there is no great need at this stage. Shire Houses – 2 x houses on Mitchell Street (3x2) nearly ready, just waiting on landscaping. 1 x executive house on Yilgarn Street for CEO, not ready yet.	

NEXT MEETING:	Tuesday, 19 August	**MEETING CLOSED:**	6.35pm	**SIGNED:**	