



# Williams Primary School

## - School Council Meeting Agenda -

26 November Term 4 2025

**Meeting: 9.00am Library**

ATTENDEES: Ben Kirk, Merranie Beal, Gemma Haddrick, Ben Steicke, Kerry Lobb (minute secretary)

APOLOGIES: Natalie Schulz, Nick Panizza

| 1.0 | Welcome and apologies   | ACTIONS   |
|-----|---|---|
| 1.1 | <p><b>Acknowledgment of Country,</b><br/>We respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Wiilman people. It is a privilege to be standing on Wiilman country. We also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.</p> |   |
| 1.2 | Welcome, Open Meeting   |   |
| 1.3 | Correspondence in   | Nil   |
| 2.0 | Disclosure of interest  |   |
| 2.1 |   |   |
| 3.0 | Minutes of previous meeting   |   |
| 3.1 | Minutes from Meeting Dated:   | Moved: Ben S<br><br>Second: Gemma H   |
| 4.0 | Business arising from previous meeting  |   |
| 4.1 |   |   |
| 4.2 |   |   |
| 5.0 | Reports and operational matters   |   |
| 5.1 | Principal's Report  | Attached<br>New Kindy Enrolment 2026<br>EA & Teacher process running currently<br>SO position being backfilled with JP & HR<br>Oval top dressing has been completed   |
| 5.2 | Deputy Principal's Report   | Final Golf session on Monday – Students really enjoyed it.<br>Great feedback from instructor.<br>Leadership interviews conducted yesterday – speeches on Thursday.<br>Kindy orientation on Wednesday next week,<br>Ben out next week completing the Team Teach training.<br>12 Dec Snr Citz Exc, Reports, high school transition, Yr 6 dinner<br>Week 10 is full of activities. |
| 5.3 | Manager Corporate Services Report   | Financial Reports Reviewed  |
| 6.0 | Other business  |   |
| 6.1 | 2026 Cash Budget  | Please review the attached 2026 Cash Budget as approved by the School Finance Committee on 17 November 2025.<br>Noted by School Council.  |
| 6.2 | 2026 Half Day closure for Parent Meetings   | Review of feedback received and planning for 2026 year.<br>Staff were surveyed and only three responses were received.<br>Staff have been asked to complete the survey.   |
| 6.3 | Business Plan Relationships & Partnerships  | Please see the attached document which will help to outline the items for discussion and feedback.<br>Please add your comments and sent through to Merranie Beal.   |
| 6.4 | Advertising the 2026 SC Position  | As discussed, this meeting was advertised as an open meeting to invite other parents to attend and see what a School Council does.  |

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|     |                                   |   |
|-----|-----------------------------------|---|
|     |                                   | <p>The opening position for Term 1 2026 will be open to nominations next week with the option of a 1, 2 or 3 year tenure.</p> <p>The DOE have a new platform for parent votes and surveys called "Qualtrics" we will see if this is able to be utilised for our parent body to vote, if necessary.</p> <p>We will advertise this week and close nominations in Week 10 Wednesday.</p> |
| 6.5 | Water Tank                        | Waiting on assessment of guttering. Hopefully next week.  |
| 6.5 | Meetings                          | <p>We have moved to two meetings per term is this sustainable. Term 4, it is important for approving Charges &amp; Contributions and then later the following years budget.</p> <p>Continue for Semester 1 2026.</p>  |
| 6.6 | 2026 Class Structure              | Will be very similar but as we are running processes at the moment, we have not made this information public.   |
| 6.7 | Training Roles & Responsibilities | Completed   |
| 6.8 | Departing Member                  | Nat Schulz is finishing up at the end of this year. We will thank Nat for her time in various platforms.  |
|     | <b>Meeting closed:</b>            | <b>10.10 am</b>   |
|     | <b>Next meeting:</b>              | Term 1 Week   |