



Williams Primary School

- School Council Public Meeting Minutes -

10 September Term 3 2025

Meeting: 9.00am PAC Room

ATTENDEES: Ben Kirk, Merranie Beal, Natalie Schulz, Nick Panizza, Ben Steicke, Gemma Haddrick, Ben Kirk, Kerry Lobb (minute secretary), Desie Wilkie, Nat Pearce

APOLOGIES:

1.0	Welcome and apologies	ACTIONS
1.1	<p>Acknowledgment of Country, 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	
2.0	Disclosure of interest	
2.1		
3.0	Minutes of previous meeting	
3.1	Minutes from Meeting Dated:	Moved: Ben S Second: Nat S
4.0	Business arising from previous meeting	
4.1	Welcome to Country	Aboriginal Cultural Framework has been distributed
4.2	P&C Membership	It was asked to investigate whether the school can include a P&C membership form in the Contributions & Charges Booklet to encourage additional P&C membership for the following year. Notify P&C for next meeting
5.0	Reports and operational matters	
5.1	Principal's Report	Good standing policy WAPPA – Business Plan, online meeting. Next meeting Mentions the facilitator's role in overseeing business plans and their guidance on setting achievable but aspirational targets. Plans to have the facilitator attend the school development day to help set academic targets. Invite to the council members to join the staff for the target-setting session, focusing on relationships and partnerships. Leading School Improvement – last two days next week. 2026 Staffing – no huge changes at this point
5.2	Deputy Principal's Report	DOALP excursion Athletics Carnival prep PP and Room 9 excursion to the Zoo 23 October
5.3	Manager Corporate Services Report	Financial Reports reviewed Minimum spend requirements are being met. Voluntary Contributions Comparison spreadsheet reviewed and noted that due to strategic invoicing, the majority of collected fees were received early in the year.
6.0	Other business	
6.1	2026 Voluntary Contributions / Charges and Booklists review	School Council have reviewed charges and booklists for 2026. Delete Cheque as a payment option. Discussion around coordinating with the Post Office to provide specific brands for booklists.

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		<p>Bank account change discussed as banking is a challenge at Westpac as it can't be processed by Australia Post. Letter to shire re waiving the entry and additional costs for swimming lessons.</p> <p>Contributions / Charges & Booklists approved by school council 1st Gemma H 2nd Ben S</p>
6.2	School Compliance Review Spreadsheet	<p>Provides an update on the school compliance review and the focus areas for improvement. Investigate School Council Training sessions with DOE Advertise term 4 for next year's School Council members as it is the only item not started.</p>
6.3	Policy Review Plan	<p>Reviewed Indicates when policies are due for review so that the School Council can be prepared.</p>
6.4	NAPLAN Presentation	<p>Presented and shows strong growth in all areas. Numeracy requires more work but the school is on par with like schools in growth and expectation. Conversations around the Numeracy program were had and the School Council were advised that after much research and consideration, the school has decided to progress forward with the SCASA curriculum with Exemplars and not PRINE as we are not seeing the results expected for the cost of running the program.</p>
6.8	Community Use Agreement	<p>The Community Use of Sporting Facilities grant is being applied for, and we are required to have an agreement with a local registered sporting club. The Netball Club are hoping to utilise our netball courts for this. The School Council agree to charge a \$1 fee for the Community Use license as a charge is expected by the DOE.</p>
	Meeting closed:	10.37 am
	Signature of Chairperson:	
	Next meeting:	5.11.25 9am

