



BINDOON PRIMARY SCHOOL BOARD MEETING

MINUTES

Thursday 13 November 2025

3:30-5:15pm

BOARD MEMBERS:

Adrian Gledhill	Chair /Parent representative
Shelley Walter	Parent Representative
Lauren Sangalli	Parent Representative
Jenni Harris	Parent Representative
Anne Marie Hagge	Community Representative
Jenny Harris	Parent Representative
Asher Wegner	Staff Representative
Tara Maxwell	Staff Representative
John Hinde	Acting Principal
Leanne Summers	Acting Deputy Principal
Mishelle DelCaro	Acting Principal
Dawn Kay (Guest)	MCS

AGENDA ITEMS:			
ITEM		PURPOSE	LED BY ACTION
1	Start 3:30pm Welcome <i>Welcome</i> <i>Acknowledgement of Country</i> <i>Apologies</i>	Welcome Conflicts - none Apologies – John H, Leanne S, Adrian G, Tara M Apologies to Jenni H, Mishelle left Jenni off the email	Mishelle
2	Minutes of the Last Meeting	Approved - Thursday 28/8/2025 Approved by Asher W	Mishelle Previous minutes to be signed.
3	Finance Report <ul style="list-style-type: none"> • Voluntary Contributions & Charges • Draft Budget 2026 • Personal Items List 	Thank you to Susan who stood in for Dawn. The Board has agreed to the Finance section being moved to the second item to allow MCS to leave. Susan presented the Voluntary Contributions & Charges Document which was approved by the Board. The document will be put out to parents 8 weeks before the start of the new school year. The Draft Budget 2026 was discussed and noted by the Board.	Susan

OFFICIAL

		<p>The Personal Items List is waiting for final prices from the newsagent; however, the list has few changes, and the cost remains reasonable for parents. The school is purchasing grammar textbooks for students 1-6 for 2026.</p>		
<p>4</p>	<p>Principal Report</p> <ul style="list-style-type: none"> • Events • SDD & Carnival dates • Kindy days 2026 • BPS vacant positions 	<p>Events highlighted in Term 4 were the Bindoon Show, the Shire Ride to School Day, the free P&C Movie Night, the Pre-primary Assembly, In-term swimming, and the various Sport carnivals: Interschool & Summer Carnival, Rugby coaching.</p> <p>The following dates have been finalized and will be added to the school calendar. Mishelle will check again with John when he returns.</p> <p>The Staff Development Days for 2026</p> <ul style="list-style-type: none"> • Term 1 – Thurs 29th & Fri 30th Jan (DET days in a 9-week term) Week 5: Tues 3rd Mar (after Labour Day) • Term 2 – Week 7: Tues 2nd Jun (after WA Day in 11-week term) • Term 3 – Week 6: Mon 24th August • Term 4 – Week 10: Thurs 17th Dec <p>Carnival Days 2026</p> <ul style="list-style-type: none"> • T2 Cross country Friday - Week 6, 2026 • T2 Winter Carnival Friday - Week 9, 2026 • T4 Athletics Carnival Friday - Week 3, 2026 • T4 Summer Carnival - Week 6, 2026 <p>Kindy 2026 Semester 1, Orange Group attend on Mondays and Thursdays, Purple Group attend on Tuesdays and Friday Semester 2, both groups combine to attend Monday, Tuesday and Thursday.</p> <p>Staffing Amanda Robinson and Mishelle will be on the panel to interview applicants for the Pre-primary Position next week. Leanne Summers is now on leave until 2026, and John Hinde is returning in Week 8. Mishelle will be in principal position for Term 4. Interviews for principal are in Week 6, and the process will be finalized by late Term 4.</p> <p>Transition Teachers decided upon the following for student transition to 2026.</p> <ul style="list-style-type: none"> • Pre-Kindy already occurring in Kindy Introduction sessions. • Kindy and Pre-primary staff will organise transition activities for their classes to visit PP and Year 1. 	<p>Mishelle</p>	

OFFICIAL

		<ul style="list-style-type: none"> Year 2-6 will plan a 'getting to know me' activity for their new class teacher to be displayed on the first day. Students with special needs will be discussed individually Teachers will conduct a handover of student information on the SDD <p>Class Structures Class structures for 2026 were presented to the Board. Accommodation has been made for an extra class which has taken enrolments numbers for November to 193 students.</p> <p>Surveys Mishelle showed the Board the BPS NSOS from 2023. Schools are required to report on the satisfaction levels of parents, students, and staff biennially. We can use the National School Opinion Survey or the School Culture survey to give the school and the Board insights into the culture of the school community. This will inform our targets and goals for 2026.</p>		Mishelle will action the NSOS and School Survey before the end of term.
5	Graduation	<p>Student Leadership is underway for Year 5. The 2026 student councillors will MC the ceremony and assist on the night. Parents and families are invited to attend by reply RSVP. Teachers are also invited to attend.</p> <p>All School Board members will receive an invitation for Monday 15th December at 6.30pm. Special guests are invited and will give out some awards.</p> <p>Family and guests are invited to stay for a light celebratory supper.</p>	Mishelle	Mishelle to send Board members formal invitations to Graduation ceremony.
7	Public School Review 2026	<p>The Public School Review has been set for Term 2, 2026. Due to the outcome of the principal position, it was suggested that a request for a later date be considered.</p> <p>Mishelle asked the Board to take away the BPS Board Self-assessment Tool. Mishelle has requested the document be returned by the end of this term for collation. The results will be presented at the first Board meeting next year.</p>	Mishelle	BPS Board Self-assessment Tool attached to the outgoing email with the minutes.
8	General Business I. P&C Engagement and Acknowledgement	<p>Mishelle met with the P&C for their first meeting this year called to meet regarding support to families for swimming costs. This year the P&C agreed to support families by reducing costs to \$20.</p> <p>Fundraising was lightly discussed with a major event preferable for the following year. Mishelle asked the Board to consider having a P&C representative on the Board to report at meetings.</p>	Mishelle	Mishelle to contact P&C secretary to place Board P&C Representative on the agenda.
	Next Meeting	Meeting closed 5:00pm. Next meeting to be advised for 2026.		