



## Mukinbudin District High School

### Minutes

<b>Subject:</b>	Board Meeting
<b>Time:</b>	5.17pm – 7.00pm (late start due to computer, TV, Teams, Sound issues)
<b>Date:</b>	Monday 1 <sup>st</sup> December 2025
<b>Location:</b>	School Library & Online if required
<b>Chair:</b>	Maree Le Moignan
<b>Attendees:</b>	Karl Moll, Callum McGlashan, Jane Putt (online/phone), Georgina McKay, Janice Melville, Kari Lamond (guest speaker), Beth Graham (Online/phone)
<b>Apologies:</b>	Melanie Walker

Time	Item	Documents	Purpose	Led by	Recommendations
5.00pm	<b>Welcome</b> Includes introductions, apologies and noting of minutes of last meeting.	Minutes from 3 <sup>rd</sup> November 2025	For Approval (minutes)	Chair	<ul style="list-style-type: none"> <li>Minutes of the meeting from 3<sup>rd</sup> November 2025 be endorsed.</li> </ul>
<ul style="list-style-type: none"> <li>Chairperson declared the meeting opened at 5:17pm and welcomed the board members and guests</li> <li>Apologies noted and new attendees sorted</li> <li>Minutes discussed and accepted. Georgina (1<sup>st</sup>) and Janice (2<sup>nd</sup>)</li> </ul>					
	<b>Correspondence In</b>	Nil			
5.10pm	<b>Centre for Excellence</b>		Inform/Update	Literacy Coordinator – Kari Lamond	<ul style="list-style-type: none"> <li>Gives an overview of the CFE journey so far.</li> </ul>
<ul style="list-style-type: none"> <li>Literacy coordinator, Kari Lamond, gave a rundown to the meeting of the reasoning behind the applying to CFE and the journey so far and what is planned into 2026. See attached report. <ul style="list-style-type: none"> <li>See attached notes</li> </ul> </li> </ul>					
5.20pm	<b>Finance – One line budget</b>		Inform	Principal	<ul style="list-style-type: none"> <li>Principal to present current budget.</li> <li>Voluntary contributions.</li> </ul>
<ul style="list-style-type: none"> <li>Karl presented the current budget information and current paid voluntary contributions to the meeting.</li> <li>Voluntary Contributions information has been sent to parents on Seesaw and posted to Facebook.</li> <li>It was discussed of the possibility of sending a generic letter to those parents who haven't paid their fees as a form of a reminder.</li> <li>Also adding the graph information into Muka Matters as to explain to parents that we receive only ¼ of funds from <ul style="list-style-type: none"> <li>See attached</li> </ul> </li> </ul>					
5.40pm	<b>2025 NAPLAN data</b>		Inform	Principal	<ul style="list-style-type: none"> <li>Principal to present detailed NAPLAN data review</li> </ul>
<ul style="list-style-type: none"> <li>Karl presented a PowerPoint to the meeting with information regarding 2025 NAPLAN data.</li> <li>Discussion on the improvements made across all year levels and how the school has measured successfully against 'Like' schools. <ul style="list-style-type: none"> <li>See attached</li> </ul> </li> </ul>					
6.00pm	<b>PSR Report</b>		Inform	Principal	<ul style="list-style-type: none"> <li>Principal to report what we are planning based on the PSR recommendations.</li> </ul>
<ul style="list-style-type: none"> <li>Karl presented a PowerPoint to the meeting with information regarding the PSR.</li> <li>Discussed how each of the recommendations will form part of the new 2026 – onwards Business Plan</li> <li>Also discussed that we are already in the process of achieving some of the recommendations already.</li> </ul>					
6.15pm	<b>Compass</b>		Inform	Deputy Principal	<ul style="list-style-type: none"> <li>DP to update where we are with using Compass to keep secondary parents updated in real time.</li> </ul>

<ul style="list-style-type: none"> <li>• Karl (on behalf of Melanie) briefly spoke about where the school is heading in the utilisation of Compass to keep parents informed and to also use as a system for keeping documents for future years – assessments, task sheets, unit outlines, assessment outlines etc.</li> <li>• Melanie is looking into having a free trial before we commit the funds. Jane and Georgina were appreciate of this happening and looking forward to seeing how it develops next year.</li> </ul>					
<b>6.25pm</b>	<b>2026 Meeting Date – Term 1</b>		Decide	Chair	<ul style="list-style-type: none"> <li>• Decide date for term 1, 2026 board meeting.</li> </ul>
<ul style="list-style-type: none"> <li>• Monday, 23 Feb 2026 @ 5:00pm in the Library.</li> <li>• Karl Expressed to all in attendance that all meeting s are open Board meetings and that we will ensure all IT issues are solved before next meeting.</li> </ul>					
<b>6.30pm</b>	<b>Question Time</b>			Chair	<ul style="list-style-type: none"> <li>• Open question time</li> </ul>
<b>6.40pm</b>	<b>Close</b>				