



Spearwood Primary School

School Board MAY 2026 MINUTES

DATE:	Thursday 7 th May, 2026	CHAIRPERSON:	Elena Noema
TIME:	3.03 pm pm	Minute SECRETARY:	Lorraine Van Der Waarden (MCS)
ATTENDEES:	Marta Rotondella, Zoe Colleran, Nicola Longmire, Lorraine Van Der Waarden (MCS), Sonia Nelson, Elena Noema, Deputy Mayor Phoebe Corke		
APOLOGIES	Jodie Bridges		

ITEM / Led by	DISCUSSION/ PROGRESS REPORT	ACTION/TIMELINE
Welcome	Kaya ngalak djoorabiny noonook djinanginy Kitj Boorn (Spearwood) kaadadjiny miya-p. Ngalak dandjoo Wadjak Noongar boodja-k. Ngalak kaadatj Noongar Birdiya koora koora, yeyi wer boordakan. Kitj Boorn (Spearwood) kaadadjiny miya-p baal yengkalang kwobidak djerap, dek wer moort. Hello, I'm happy to see you at Spearwood Primary School. We come together on Wadjak Noongar country. We acknowledge Noongar elders long ago, now and in the future. Spearwood Primary School is surrounded by beautiful birds, plants, and families. Spearwood acknowledgement was created as part of the Aboriginal Language project.	
1.0 Apologies, Previous Minutes & Business Arising/ Marta	1.1 Apologies 1.2 Previous Minutes tabled – March to be signed by Marta and Zoe. 1.3 Minutes of February meeting passed at last meeting need to be signed by Elena.	Minutes are compiled by Secretary and signed by Principal and Board Chair.
2.0 Board Membership	2.1 Principal, Marta Rotondella, invited Deputy Mayor Phoebe Corke to be a Community Member of our School Board. Phoebe kindly accepted. Community members are voted in by the Board so a Vote will be taken at this meeting. Welcome Deputy Mayor Phoebe Corke, brief information was shared to Phoebe on how SPS came to our acknowledgement and information on how Marta came to inviting Phoebe to SPS board. 2.2 This appointment is within our Terms of Reference which states: "1 - 3 members of the general community; "	Marta Nominated Deputy Mayor Phoebe Corke Unanimously accepted

3.0 Financial Review: Budget, Finance Committee Minutes. / Lorraine	Pre-Reading - Funding Agreement. 3.1 Budget 2026. Budget was always tight with the need to purchase a server and ipads in the planning. To free up salary the finance committee will be voting to take more of the ipads funding from reserves and returning approved cash to the reserves, approx. \$10,000 3.2 Comparative Budget tabled Period 4. 3.3 Finance Committee next meeting 21st May – nothing to report. 3.4 Voluntary Contributions and Charges to end of April 2026 tabled and discussed. Reminders go out at least once a term, printed on blue on last send out However, the School focuses on experiences that do not cost or can be supported by the P&C. Often through grants. 3.6 School Funding Portal presentation Information shared gave Board members insight on how the school can fund salaries, curriculum, students and resources 3.6.1 2026 Minimum Expenditure Requirement - Report tabled and Discussed. 3.6.2 School Financial Summary - Report tabled and Discussed. 3.6.3 Cash Report - Report tabled and Discussed. 3.7 Funding Agreement – To be signed and endorsed by principal. Signed and noted by Board Chair. Signed agreement no longer needs to be sent but to be kept on file with 'Statement of Expectation'	Tabled in depth P&C have heard they have been accepted for the \$5000 grant towards the iPads, further paperwork is now required Funding Agreement signed by Board Chair and Principal
4.0 Principal's Report	4.1 Principal's Report Tabled and Discussed.	Tabled
5.0 Business Plan/ Marta	Business Plan published copy not ready for pre-reading. Text has been finalised, but we are updating school photos for all media so hopefully we will have this ready for the meeting. Table and discuss Plan. Principal explains how it was created and agreed upon by staff.	Published copy tabled. Thanks and praise to Tabitha Riches for her work on this document. Board members to review and communicate via email editing
6.0 Workforce Plan/ Marta	Prereading – Workforce Plan 2026 – 2028 Plan is to be tabled and discussed. Board Chair signs a copy to acknowledge the presentation of this at the meeting.	Copy of Workforce Plan 2026-2028 signed by Board Chair
7.0 School Dress Code / Marta	Pre-Reading - Student Dress Code Current Dress Code is tabled. Discuss any concerns or required changes. Dress Code is determined by the School Board.	Board passes Student Dress Code

8.0 Code Of Conduct/ Marta	Pre-Reading – Code of Conduct Current Code of Conduct tabled. Tabled document has minor edits from previous one online. Discuss any concerns or required changes. Code of Conduct is determined by the School Board.		Board passes Code of Conduct with Formatting to be edited before publishing.
9.0 Induction – Reading Modules	Discuss plan for Modules – this and next term meetings. Board Members to read Units 1-2 first meeting Term 3 (6 th August) and Last 3 modules Second meeting Term 3 (10 th September) . These modules are the training and induction for the School Board. These will be discussed at meetings and members will do short quiz to test their own understanding.		Units 1-2 first meeting Term 3 Thursday 6 th August. Last 3 modules 2 nd meeting Term 3 Thursday 10 th September.
10.0 Next Meeting	Principal cancelling planned Week Eight Meeting. All Reports and Key Business for this term are up to date. Will advise on if we have School Review at next meeting – Thursday 6 th August, 3:05pm. Thank you for the extended meeting today.		
10.0 General Business	General Business.		No general business
Signed and Date:			4.40 PM
	Elena Noema- Chair	Marta Rotondella - Principal	Meeting Closed

