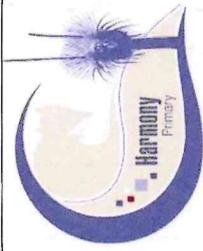


INDEPENDENT PUBLIC SCHOOL

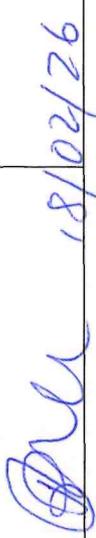


Minutes - Meeting No: 1
 Harmony Primary School
 Date: 26 November 2025

PARTICIPANTS: Principal – Craig Anderson
 Staff –, Erin Taylor,
 Parents - Berry Johnston, Kirsty de Blanken, Jessica Stockwell, Steph Butler, Kirsten Wood, Yasmin Jerovich,
 Community – Carol Zhang.

	Actions
1.0 Welcome and apologies	
1.1	The meeting was opened by Berry Johnston at 5 pm, including a Welcome to Country.
1.2	Apologies: Hayley Herron, Carly Hartshorn, Amy Farr, Louise Byrne, Stella McQuade.
1.3	Confirmation of agenda.
2.0 Disclosure of Interests & Agenda Additions	
2.1	Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the chair before the meeting to determine the appropriate way to manage the conflict. None noted.
3.0 Minutes of Previous Meeting	
3.1	<ul style="list-style-type: none"> • Business Arising from the Minutes of the meeting 29 October: <ul style="list-style-type: none"> ○ Parent nominations for Board vacancies received. A total of four nominations were received from Jarrod Goold, Mitchell Manning, Kirsty de Blanken and Birgit Schulz, who will be offered appointment to the four parent representative vacancies for 2026. New members are representative of families with younger children at the school. ○ Berry to sign copy for school file and school to upload to website now confirmed. Motion: That the Minutes of the Previous Meeting be accepted as a true and accurate record. Moved: Yasmin Seconded: Carol Carried: Previous minutes were endorsed by all members present.
4.0 Standing Items	
4.1	P&C update <ul style="list-style-type: none"> • Next meeting to be held directly after this board meeting, no update.
4.2	Finance update <ul style="list-style-type: none"> • The school is well placed financially at the end of October with a small Cash Variance (\$ 43 614) and a Salary Variance of \$111 343. Surplus funds have been calculated into 2026 provisional budget allocations to allow a balanced budget to commence the new school year.

	<ul style="list-style-type: none"> • Despite having surplus funds, the school will exceed the 2025 Minimum Expenditure Requirement of \$5 651 176, with current forecast expenditure at \$5 941 778. • Verified October Cash figures saw 67% of budgeted Curriculum and Student Services funding, as well as 53% of budgeted Professional Development funds spent. (The final instalment of our PL with RSO was paid earlier this month making this figure 90+%).
<p>5.0 General Business</p>	
<p>5.1</p> <ul style="list-style-type: none"> • Public School Review Report <ul style="list-style-type: none"> ○ After some back and forward following our validation review visit, Harmony Primary School has been recommended for a 3 year return by the Public School Review Team. ○ Highlights from the report which has been uploaded, as required, to the school's website include; <ul style="list-style-type: none"> ▪ Embedded school practices foster professional collaboration, respectful relationships, inclusive communication and responsive engagement to create a purposeful and positive climate of trust and community of support. ▪ Strong, positive relationships foster a nurturing learning environment where the shared values of respect, resilience and responsibility drive an inclusive culture of support and empowerment to succeed o Leadership is anchored in the school's clear vision, 'Live, Learn and Grow in Harmony' and core values of Respect, Responsibility, and Resilience. School leaders foster growth through inclusive, accountable actions. ▪ Strategic management of financial and human resources optimises student learning outcomes and ensures resource allocations are guided by evidence-based decision making and aligned with school priorities. ▪ Committed and engaged staff implement systematic, collaborative teaching and learning practices supported by comprehensive curriculum documentation and structured professional processes. ▪ The monitoring of student achievement and progress through data-informed practices drives a whole-school commitment to ensuring all students receive high quality learning opportunities to achieve their full potential. ○ The Board congratulated Craig on his strong advocacy. 	
<p>5.2</p> <ul style="list-style-type: none"> • 2026 Draft One Line Budget <ul style="list-style-type: none"> ○ Craig shared reports from the Preliminary Dashboard showing current planning for 2026. <ul style="list-style-type: none"> ▪ Preliminary Student-Centred Funding Statement. ▪ Preliminary One Line Budget Statements ○ At present, with our current student enrolments, preliminary staffing profile and projected 2025 carry over funds, we look to be starting the new school year with a surplus budget - approximately \$85 000 in salary surplus and a cash surplus of around \$40 000. ○ The preliminary one-line budget for 2026 was noted by the Board. 	
<p>5.3</p> <ul style="list-style-type: none"> • Workforce Planning and Recruitment Strategy. <ul style="list-style-type: none"> ○ In 2026, we have again allocated 0.80FTE of teaching time to an 'Instructional Coach'. Ms Carly Williams will be continuing in this role, supporting our classroom teachers with both their planning and in-class instructional and engagement strategies, in accordance with our 2026 – 2030 Business Plan. ○ The school continues to work on securing the best available teachers for our classrooms/programs in 2026, making two permanent offers of employment to: <ul style="list-style-type: none"> ▪ Amanda Ginty (Yr 2) ▪ Lydia Campbell (PP/1) ○ In addition, we have offered fixed term offers to: <ul style="list-style-type: none"> ▪ Hayley Heron (ECE) 	

	<ul style="list-style-type: none"> ▪ Rylee Bowman (K) ▪ Ruth Heineke (K) ▪ Lee Young (Yr 2) ▪ Jacquie Burdinat (Art) ○ With all teaching positions filled, we will welcome two new faces to our team in 2026. ○ Processes are currently underway to allocate additional Education Assistants across classrooms as required for the new school year. 	
5.4	<ul style="list-style-type: none"> • 2026 – 2030 Business Plan & 2026 Operational Plans. <ul style="list-style-type: none"> ○ Craig shared the final content for our 2026 – 2030 Business Plan, as endorsed at the Executive Meeting held after school yesterday. <ul style="list-style-type: none"> ▪ Question from a parent rep regarding acronyms and the possibility of a glossary. Craig will review to ensure the full name is presented prior to shortening within the document. ▪ Question from a parent rep about establishing teams and impact on staffing. Craig explained that this is refining focus rather than creating new work streams, targeting the work in a more planned way. ▪ Question from a parent rep about Aussie Optimism being chosen, this was due to support and cost. ○ Operational Plans for each Learning Area, as well as Well Being, PBS & Instructional Coaching are currently being developed. ○ These plans will be shared with the School Board once complete and will be reported back on over the 3-5 years. ○ The 2026 – 2030 Business Plan was endorsed by the Board. 	
5.5	<ul style="list-style-type: none"> • 2025 Community Representative to the Board. <ul style="list-style-type: none"> ○ As per our Terms of Reference, the School Board can co-opt a member of the local community to be a member of the Board for such period, or in relation to such matters, as determined by the Board where that person's experience, skills or qualifications would enable them to make a contribution to the Board's functions. ○ In 2024/2025, the board resolved to invite Cr Carol Zhang to the position of Community Representative to the board. ○ All Board members to consider options for 2026, with a view to targeting a representative aligned to the Business plan, pass any names on to Craig and Berry. ○ There is also scope within our Terms of Reference to co-opt the directly previous chair for certain meetings. 	
5.6	<ul style="list-style-type: none"> • Technologies update <ul style="list-style-type: none"> ○ Craig shared a presentation from Hannah Gray, outlining what has happened this year and plans for 2026. ○ Parent rep question about keyboard use with iPads, as this is expected for Year 4, discussion about when these will be introduced with younger years using the school iPads. 	
5.7	<ul style="list-style-type: none"> • Health and Physical Education update <ul style="list-style-type: none"> ○ Adam Nash presented, outlining what has happened this year and plans for 2026. ○ Parent rep question about resources for parents to utilise at home to increase gross and fundamental movement skills. Adam can share with classroom teachers to include with Connect notices. 	
6.0	Other business	
6.1	None	
7.0	Meeting closed/Adjournment/Next meeting	
7.1	<p>Next Meeting – Week 3 of Term 1 2026 Meeting Closed: 6.15pm</p>	

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