

School Board Minutes of Meeting Meeting Number 1 – 16th March 2026

Time: 7pm
Location: Library

ATTENDEES

Executive Officer: Samantha Butler (SB)

Staff Representatives:

Tamara Doig (TD); Tim Hill (TH); Charmaine Martin (CM); Jes Devadas (JD); Joel Padley (JP)

Parent Representatives:

En Peng (EP); Dhara Thakkar (DT); Elizabeth Stuart (ES); Dean Spragg (DS); Venkatesh Miryanam (VM); Dhara Thakkar (DT); Priya Deval (PD)

Community Representative:

P&C Guest:

Apologies: Daniel Coombs (DC)

1.0		Action, By When
1.1	Opening and Welcome - EP • Acknowledgement of Country	
1.2	Apologies Daniel Coombs (DC)	
1.3	Confirmation of Agenda and Continuous Improvement Nomination Continuous improvement – covered by Board Effectiveness Survey discussion.	
1.4	Declaration of Conflict of Interest – Nil	
1.7	Confirmation of Minutes of Previous Meeting and Actions – Approved TD	
2.0	Matters for Decision and Discussion	
2.1	Review of the Code of Conduct • See Code of Conduct attached • 4 new members have signed the Code of Conduct	
2.2	Principal's Report – Tamara Doig • See Report attached • TD noted the cancellation of P&C Welcome Picnic on 27 th March, due to a City of Canning 'Street Eats Event' on Prendwick Park on the same night. She had suggested that the P&C utilise the event, possibly inviting Rostrata families to attend and network. She further suggested they approach City of Canning to seek approval for a Rostrata P&C sign at the event to identify an area for our families. TD committed to speak to Cr Skelton regarding this on behalf of the P&C.	TD
2.3	School Board Terms of Reference Review and Amendments • Sub-committee Chair Selection (Deferral to Sub-committee TOR) • See attached Proposed Amendment of Terms of Reference – all changes unanimously agreed	

	<ul style="list-style-type: none"> • See copy of Amended Terms of Reference attached 	
2.4	Chair Report – En Peng <ul style="list-style-type: none"> • See Report attached 	
2.5	Board Chair Nomination / Election <ul style="list-style-type: none"> • En Peng self-nominated and was also nominated as Chair for 2026 by DT. • Only one nomination received - no vote required. 	
2.6	Community Engagement and Policy Sub-Committee Report - ES <ul style="list-style-type: none"> • See T3 minutes attached • School Culture Community Survey 2025 Results <ul style="list-style-type: none"> - TD has begun drafting community summary • Ideas for celebrating Cultural Diversity were sought from Coard Members: <ul style="list-style-type: none"> - Cultural event managed by Board and P&C – continue to investigate - Invite families to create cultural displays in a designated area of the school (eg Library). - TD outlined an activity that will take place during 2026 Harmony Week where a parent has offered to do Hanfu styling on Chaplain Liz (traditional Chinese hair, make-up, dress) – SB will promote this as part of Harmony Week 2026. - Call out, via Forms, to create a database of cultural data including cultural organisations family members belong to, ideas Rostrata community have to celebrate cultural diversity, what cultural group connections could offer. - Family and student performances (eg Cultural dance) - Community members present cultural traditions to students during break times (eg in the Library at lunchtimes). - CM, Rostrata Wellbeing Committee member, suggested a cultural spotlight during Wellbeing Week (held at the end of every term) where Rostrata community member could be invited to perform a cultural dance etc during lunch time – this will require a call out for participants to the Rostrata community. - Create a cultural recipe book, with recipes collected from Rostrata community members, possibly a fundraiser for P&C. Stemming from this, we could feature a cultural-themed recipe in the newsletter each week. - Recipes from varying cultures could be highlighted and cooked during Kitchen lessons. 	
2.7	<ul style="list-style-type: none"> • Board Effectiveness Survey Results 2025 Results Presentation • See Rostrata Board Effectiveness Survey • See Rostrata Board Effectiveness Survey Results 2025 • See Rostrata Board Effectiveness Survey 2025 Summary • See Rostrata Board Effectiveness Survey Action Plan – final action plan attached 	
3.0	Closing	
3.1	Other Business <ul style="list-style-type: none"> • DT will create a Board WhatsApp group to facilitate Board Member Coffee Catch-ups. (SB will provide DT with Board member contact with all Board Members approval). • Week 9 newsletter Board summary will be completed by ES – send to SB by 3pm Wed 1st April. 	DT ES ¼

