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Roebourne District High School
2025 Term 4- School Council



Date:	20 November 2025	Business arising previous minutes
Time:	3:15pm	
Location:	Roebourne DHS Library Conference Room	
Chair:		
Principal:	Liz Ritchie	
Attendees Community	Beth Smith, Treinaya Phillips, Ruth Hansen, Kaylene Daniel, Josie Samson	
Attendees Parents		
Attendees Staff	Suzanne Evans, Sonya Wilson, Jordana Yearsley (CCST), Kim Bowering (CCST)	
Apologies:	Susan G, Ross Humphries	

Time	Item	Documents	Led by	Purpose	Summary of Discussion	Actions/Recommendations
3:00pm	<p>Welcome</p> <ul style="list-style-type: none"> • Acknowledgement of country • Introductions • Apologies • Noting of minutes of last meeting. • Correspondence in and out, • Conflicts of interest 		Liz			
	<p>Council Information</p> <p>Decide on changes to Terms of Reference</p>	Terms of reference	Liz	DECISION	<p>We are struggling to get nominated members of the council. Proposed that we change the composition. (currently 9 community, 4 staff, 2 parents) to the minimum of 5 nominated members</p> <ol style="list-style-type: none"> 1. Principal 2. Staff member 3. Community member 	<p>Only nominated members can vote. Liz proposes to change the Terms of Reference to the minimum requirement of the nominated members: 1 Principal, 1 staff member 2 community, 1 parent.</p>

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					<p>4. Community member 5. Parent</p> <p>But continue to hold every meeting as an open meeting.</p>	<p>Will require a voting committee to make changes.</p>
	<p>Principal Report</p> <ul style="list-style-type: none"> Public School Review Documentation Youth Council feedback Connected community trial Attendance 	<p>CCS handout</p>	Liz	INFORM	<ul style="list-style-type: none"> Update on the Public-School Review process. Invitation for council to provide feedback to the reviewers – Tuesday 25th Nov 1.45pm 	<p>Feedback</p> <p>Encourage attendance with a family meeting and have attending students to talk about their experiences. Take time to connect students back to school after a long absence. Recognise students who are improving on their attendance.</p> <p>Awesome attender shirts have been a positive strategy with students asking about their own attendance percentage so they can work towards a shirt.</p>
	<p>2026 Charges and Contributions</p>	<p>Draft letters to families</p>	Suzanne	APPROVAL	<ul style="list-style-type: none"> Council to review contributions and charges for 2026 	<p>All present approved</p>
	<p>2026 Student stationery</p>	<p>Stationery lists</p>	Liz	DECISION	<ul style="list-style-type: none"> School has previously provided families with booklist, little take up of purchasing. Dandelions (charity) can provide stationery packs. 	<p>Common</p> <p>Keep the stationery for parents to purchase. Provide the packs at the meet and greet at the beginning of the year for purchase. It is proposed that NYFL provide the dandelions pack in their store.</p>
	<p>2026 Budgets</p>		Suzanne	APPROVAL	<ul style="list-style-type: none"> 2026 Budget discussed and viewed the plan 	<p>All present approved</p>
	<p>2025 One-Line-Budget</p>		Liz	INFORM	<ul style="list-style-type: none"> Financial Report Presented 	
	<p>Connected Learning</p>		Sheryl	FEEDBACK	<ul style="list-style-type: none"> Elders/community payments \$500-\$600 per event/item Planning on-country excursions for 2026 	

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	General Business				<p>Roebourne pool staff having difficulty with violent behaviour, concerned the pool will close.</p> <p>Reward system from each business, NYFL, PCYC, Yandinaa</p>	<p>Suggestions: Community Meeting to discuss strategies to ensure the pool stays open.</p> <p>Suggested a reward system with each business/group participating and working together: NYFL, PCYC, Yandinaa and the school.</p> <p>Sheryl and Ruth to reach out to Yandi for change.</p>

Meeting Closed	4:50pm	Next Meeting date	TBC 2026	Chairperson signature	Principal to sign in the absence of chairperson.	Date	21/11/25
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