



Atwell College Board Meeting Minutes

Chairperson: Jennifer Parker

Venue: A101

Time: 18:00

Week 18: Monday 15th June 2026

Minutes: Darren Payton

Present: Nicole Boak, Samantha Higgins, Berry Johnston, Kate Linton, Letitia Michael, Steve Miller, Jennifer Parker, Darren Payton. (8)

Apologies: Nicholas Alexeeff, Ken Bohan, Samantha Brown (3)

Absent: Victoria Liu, Kunal Verma (2)

1. Acknowledgment of country

Jennifer Parker (18:02 – 18:03)

We respectfully acknowledge the past and present Elders and traditional custodians of this land, the land of the spiritual rainbow serpent, the Waakal. It is a privilege for the Atwell College community to be standing on Whadjuk Noongar country.

2. Declaration of Conflicts of Interest

Jennifer Parker (18:04 – 18:04)

Are there any conflicts of interest with any agenda items identified by individual board members?

Action: None

3. Minutes of the previous meeting

Proposed: Berry Johnston **Seconded:** Nicole Boak *The minutes were Confirmed as a true and accurate record*

4. Business Arising

4.1 Welcome

Jennifer Parker (18:04 – 18:10)

Jennifer thanked Steve Miller for attending the open meeting.

5. Agenda

5.1 Finance

Darren Payton (18:04 – 18:12)

The Board received an update on the financial position of the College. The College remains in a strong and stable position, with expenditure and revenue tracking in line with planning.

Action: Financial Reports were noted and endorsed by the Board.

5.2 College Board Terms of Reference

Darren Payton (18:13 – 18:38)

The Board considered proposed updates to the Terms of Reference. Amendments included the introduction of a Deputy Chair position, revised timing for the election of office bearers and adjustments to Board composition.

Action: Moved: Kate Linton Seconded: Samantha Higgins. Passed

6. General Business

6.1 Tell Them From Me Survey

Kate Linton (18:19 – 18:20)

The Board noted that the Tell Them From Me survey for parents and staff had recently closed. Participation levels were discussed and the Board will review results when available to inform school planning.

Action: Results to be presented to the Board when they are available.

6.2 Mobile Phone Use in the Canteen

Darren Payton (18:21 – 18:23)

The Board discussed student use of mobile phones in the canteen and endorsed alignment with Department policy. From Term 3, mobile phones will not be used in the canteen.

Action: Change endorsed by the Board.

6.3 OLN Results Semester 1 2024 to 2026

Letitia Michael (18:24 – 18:31)

The Board received an update on student achievement data, with a focus on literacy and numeracy progress. Positive trends following changes to assessment timing were discussed.

Action: *The Board noted ongoing work to support improvement in these areas.*

Meeting Closed: 18:41

Next Chair: Jennifer Parker

Signature: .....

Date: 15th June 2026

Next Meeting: Monday 3rd August 2026