



Carine Senior High School Board
Minutes of Meeting
Held on 13 May 2026
At Carine Senior High School – 51 Everingham Street CARINE WA 6020

PRESENT & APOLOGIES												
STAFF (5) Inc. Principal		Term	A	PARENT (4)	Term	A	COMMUNITY (2)	Term	A	STUDENT PREFECTS (4)	Term	A
Damian Shuttleworth (P)			P	Sean Somerville (Chair)	(02/26 Chair) (12/26 Parent)	A	Conrad Liveris	(12/26)	A	Rami Lynch	(12/26)	P
Daniel Aleksovski		(11/26)	P	Ryan Dhillon	(12/26)	P	Adrian Armstrong	(11/26)	A	Nina Kratochvil	(12/26)	P
Tina Magatelli		(11/26)	P	Sarah Cliff	(12/26)	P				Paul Hooper	(12/26)	P
John Hackett		(11/26)	P	Sarah Malu	(12/26)	P				Keira Emmett	(12/26)	P
Kerri Sutcliffe		(11/26)	P									
MINUTES PREPARED		Kushla Burfield										
ACKNOWLEDGEMENT TO COUNTRY		Acknowledgement recited by Kerri Sutcliffe.										
QUORUM		Quorum present Terms of Reference: 10.1 To constitute a quorum 7 out of 13 members must be present with at least 4 being non-school staff. Will need to send out via circular of resolution as quorum not present										
START TIME		8.05am										
MATTERS ARISING		Sign Term 1 2026 minutes adopted by the board as correct and signed by the Principal, Sean needs to sign 1. Circular Resolution for the Annual Report i) Due end of Term – will send as circular resolution or hold over to the next board meeting 2. Business Plan draft – All endorsed via email i) Presented to the Board										
PRINCIPAL'S REPORT		1. Waiting on Annual Report 2. Business Plan i) Business Plan priorities continue to be implemented across the school, with a focus on respect, integrity, inclusivity and consistency. 3. Parent Teacher Interviews i) Parent Teacher Interviews were successfully conducted with positive feedback received regarding organisation and use of facilities. 4. Student Parking i) Updated student parking arrangements were discussed to improve traffic management and minimise impact on surrounding residents. ii) Head Prefects asked to encourage students to utilise designated parking areas provided by the school. 5. Kings Park Flag Laying i) The annual Kings Park Flag Laying event was successfully attended by students and staff. 40 years of the service by Carine Senior High School. ii) Sandakan Memorial i) Sandakan Memorial Service to be held during the school day. ii) Conrad Liveris attending on behalf of Sean Somerville as the Board Chair – thank you. 7. Principal Professional Review (PPR) i) The Principal read a section of his report:										

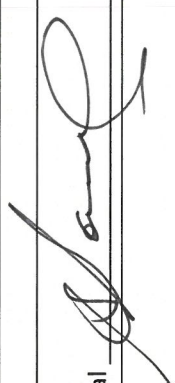


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	<i>You are highly respected, both within and beyond your school, a testament to your leadership, integrity and influence.</i> <i>As a leader who values continuous improvement, you have reflected on your professional growth and identified the following key goals for your Leadership Development Plan:</i> • Connect more with all staff through increased feedback and connection. Develop a plan in collaboration with middle leaders, to actively participate in each team's planning meetings at designated times throughout each term. • Deliver a presentation to the entire staff highlighting the significance of feedback gathered through their surveys. Emphasise the strong desire to spend quality time with teachers to better understand their work and its impact on student outcomes. • Schedule a meeting with the Director General to discuss potential to influence education at the system level. Propose to the DG; - Your availability to lead 'schools requiring targeted support', on a short-term basis (e.g., up to one year), with flexibility to bring a trusted leadership team. - Opportunities to participate in fact-finding missions to other jurisdictions to inform strategic responses aligned with the "Aspirations for All" framework. • From a research perspective, and to enhance current effective practice research the following 2 important aspects of the large school phenomenon, arrange visits to comparable secondary schools to meet with principals and explore their approaches to: - Developing middle leaders - The principal's role in leading teaching and learning in large, complex secondary schools. 8. P&C Contributions i) The P&C committed funding toward CCTV upgrades, additional seating and staged artificial turf improvements around the school. ii) The Board acknowledged the ongoing support and contributions of the P&C and parent community.
FINANCE REPORT	1. Collection Rate i) Current collection rate sits at 63.84%, slightly below the same period last year but remaining on track. 2. Funding Agreement i) Funding Agreement noted by the Board
PREFECTS' REPORT	- ESTs & Exam preparation - Year 12 Ball - Prefect & Cohort photos - Kings Park Flag Laying - Anzac Service - Cohort Assembly - SLC Induction day - Sandakan Memorial Service
GENERAL BUSINESS	Kerri - Board Nomination process – hold until next meeting Conrad to continue in community role
MEETING CLOSED	Meeting closed at 8.34am



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NEXT MEETING	Term 3: Week 4 12 August 2026	
MINUTES SIGNED	 Chairperson	Principal  12/08/2026 12/8/2026
2026 PROPOSED MEETING DATES	Term 1: Week 7 18 March 2026 Term 2: Week 4 13 May 2026 Term 3: Week 4 12 August 2026 Term 4: Week 4 4 November 2026	
KEY	Action Items for next meeting, these items are to be added to "Matters Arising" in the next Board Agenda. Items Endorsed by The School Board, these items are to be kept on a "Board Endorsement Register".	