

## MINUTES OF THE MEETING OF THE SCHOOL BOARD – WDSG

Held on 27 August 2025 at 5.00 pm in the Staffroom

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**PRESENT:** Sam Hood, (Presiding Member), Ingrid ter Beek, Kate Lethbridge, Susi Webb, Vanessa Parker, Brigitta Warren, Dean Anne Mills, Deborah Nelson, Sonja Maree, Josie Keucke, Brigham Nordstrom, Raewyn McPhillips

**IN ATTENDANCE:** Liz Binns (Board Secretary), Craig Blomfield, Anna Sinclair, Rachelle Stoddart, Jason Marinkovich

### 1. APOLOGIES

Gabriella Schuitemaker

### 2. PRESENTATION

- Marcus Duvenhage, HOD Social Sciences and Catherine Brown, Assistant HOD Social Sciences presented on their department and responded to questions.
- The Presiding Member thanked Marcus and Catherine for presenting and for their contribution to the school.

### 3. MONITORING AND REPORTING

#### 3.1 Acting Principal's Report

This report was taken as read with the following comments:

- The principal advised she attended a Hospice event last week. Hospice is the school's charity and the girls will be helping out with the "Thrift and Threads" event which is coming up. Volunteering is a focus for our girls.
- It was noted that the school funded teaching FFTE is the lowest it has been for many years and this has not seen an impact in terms of teaching, but some impact in morale.
- There was a question posed to the principal arising out of the articles in the media around schools not being open for the required amount of hours/days per year. The principal assured the board that Dio was open for the legal amount of days. In 2026 all students will be brought back on the same day which is a change from what we have done in the past.

#### 3.2 Student Representative Report

The Student Representative report was taken as read.

#### 3.3 Health and Safety

The health and safety reports were taken as read.

- There had been one notable accident reported in the incident/accident/near miss report. The H&S coordinator advised the board what action had been taken after this occurred and answered questions.
- One more health and safety walkaround will be organised before the end of the year.

#### 3.4 Finance Committee

The Minutes were taken as read with the following comments:

- It was noted that pay equity funding has to go to the SB and cannot be transferred to the PB. There will be an impact on the P&L and there may be a small deficit as a result.
- It will be a focus for the new board to get on top of budgets and Ingrid offered her assistance if needed.
- It was noted that it is much easier to understand the reporting and thanks were given to the Commercial Manager her work on the reporting.
- Once the new board starts there will need to be a discussion and decision on fees.

**Moved:**

**That:**

The minutes of the meeting held on 20 August 2025 be approved.

**Ingrid ter Beek/Raewyn McPhillips: CARRIED**

**Moved:**

**That:**

The Financial Report be received and approved.

**Ingrid ter Beek/Raewyn McPhillips: CARRIED**

### 3.5 EOTC

The Minutes were taken as read with the following comments:

- Two overseas trips were discussed and approved in principle at the meeting:
  - The Bel Suono and Jazz Band trip to Singapore in 2027; and
  - The Word Challenge trip to Nepal in 2027.
- There was a question around if any additional due diligence for the Nepal trip would be necessary, but the EOTC Committee did not think this would be necessary as they were very confident with the processes and procedures that World Challenge use when planning a trip such as this, in conjunction with the school's own risk processes.
- There were some updates coming to EOTC guidelines from the Ministry around supervision. The school is confident these changes will not be too much of a change for the school as supervision and competency have always been a focus.
- Two high risk trips were discussed, a Year 11 two-day trip to Goat Island with snorkelling activities and a PADI open water scuba dive course.

**Moved:**

**That:**

The Bel Suono and Jazz Band trip to Singapore in 2027 and the World Challenge trip to Nepal in 2027 be approved in principle.

**Ingrid ter Beek/Susi Webb: CARRIED**

## 4. **PROCEDURAL/ADMINISTRATION**

### Minutes of the Previous Meeting

- The Minutes of the School Board Meeting held on 30 July 2025 were received and approved.

**Moved:**

**That:**

The Minutes of the School Board Meeting held on 30 July 2025 be accepted as a true and correct record of the meeting.

**Deborah Nelson/Susi Webb: CARRIED**

### 4.1 Matters Arising

- Nil.

### 4.2 Correspondence

- Nil.

4.3 Boards' Work Plan

- This had been circulated and updated prior to the meeting for review.

4.4 Register of Interest

- The full register had been circulated prior to the meeting for review.

4.5 General Business

- The Presiding Member thanked the outgoing board members for their dedication and service to the school and they were presented with a gift.

4.6 Meeting Closure

- The meeting closed at 6.10 pm.

4.7 Time/date of the next meetings and events

It was noted that there will be no September board meeting due to the school holidays. The next full board meeting will be held on 8 October 2025 at 5.00 pm.

Confirmed as a true and correct record:

Samuel Zee  
Presiding Member, School Board

17 October 2025  
Date