



SCHOOL BOARD

Minutes for Meeting

Thursday 16 June 2016

To be held at 6.00pm

Katanning Senior High School Admin Conference Room

MEMBER	POSITION	Representing	TERM
Nicki Polding	Principal	School	Ongoing
Julie Brown	Member	Staff	2017
Patrick Kennedy	Business Manager	Staff	2017
Genevieve Hulin	Member	Staff	2016
Siobahn Reeves	Member	Parent	2018
Robbie Minter	Member	Parent	2018
Ian Hanna	Member	Parent	2017
Mel Berrigan	Member	Parent	2017
Robyn Quartermaine	Member	Community	2017
Suzanne Leckie	Member	Community	2017
Zia Gul Sultani	Member	Community	2017
Sheridan Kowald	Member	Student	2016
Cooper Morrow	Member	Student	2016

1. Welcome and Apologies:

Meeting opened at 6.07pm. NP sought approval from the Board for Pat Kennedy to run the election process for Board Chair. All Agreed.

2. School Board Chair

Roles of Chair/Secretary were given to all board members to read. These were from the Board's Terms of Reference. NP said it was preferred that the Chair be either a community or parent representative rather than a Staff rep. Pat Kennedy called for nominations. Ian Hanna was nominated by Suzanne Leckie and seconded by Julie Brown. Ian accepted the nomination. There being no other nominations, Ian Hanna was declared to be the new Chair of the School Board. Term will finish at the Annual Public Meeting in 2017.

Secretary: Currently clerical support is provided to the Board by the school. There were no nominations from the floor for this position. NP suggested that the School would continue to provide secretarial support at this time. JB said that this might incur a cost to the school. NP confirmed that there would be a cost to the school.

IH asked if Board members had any ideas to make this position easier. MB spoke about a 'talking pen' which can record meetings to assist in transcribing minutes. She would investigate accessing this and could in-service clerical support person in the use of this technology.

Amendment to Agenda

PK asked that the Financials be brought forward in the Agenda as he had to leave the meeting early. Agreed.

3. Financial Reports - Tabled

3.1. Financial Reports

3.2. Financial Summary

3.3. One Line Budget statement

3.4. Minimum Expenditure 13 June 2016.

3.5. Summary of Finance Committee Decisions. Small June gateway received today. Next one of \$350k soon. Finance Committee met Monday 13 June. Cost Centre Managers have been advised of their budget expenditure to date and the need to ensure they use these funds on this year's current students.

MOTION: That the Finance Report be accepted. Moved Patrick Kennedy, seconded Genevieve Hulin. Carried.

Pat Kennedy left the meeting at 6.30pm.

4. Presentations to the Board:

4.1 Introduction of new Board members. Each new member gave a thumbnail sketch of their background and experience and what they hope to bring to the Board.

4.2 School Self-Assessment (NP) – This document is still being developed with staff. Defer to next meeting.

5. Confirmation of Minutes of Previous Meeting and Action Items

5.1. Accept Draft Minutes 26 May 2016 (Board Meeting to appoint community reps)

5.2. Accept Draft Minutes 26 May 2016 (Annual Public Meeting)

Moved Julie Brown, Seconded Gen Hulin. Carried

5.3. Action Items from 26 May 2016 discussed.

6. Correspondence In / Out

- Jill D'Souza's email to NP withdrawing her nomination for Staff Rep.
- Letter from Mrs Jane-Mary Richardson addressed to the Chairperson was given to Sue Page by Suzanne Leckie just prior to this meeting. Chair Ian Hanna read the contents of the letter to the meeting. Mrs Richardson had sent correspondence to the Chair last year and had not received a reply. Mrs Richardson had spoken with Steve Blyth who apologised for not responding to her first communication. Mrs Richardson's letter was regarding the school's policies regarding Behaviour Management, use of Mobile Phones and Personal Digital Devices its impact on teaching and learning.

ACTION: Respond to Mrs Richardson's letter. IH to meet with NP about this.

7. General Reports

7.1. Chair's Report - No report.

7.2. Principal's Report – Tabled.

7.3. P & C Report (Tabled)

ACTION: Explore what will be the best way to ensure that a report from the P&C is presented at Board meetings. Options suggested were:

- a) The President or a representative of the P&C to attend Board meetings personally
- b) Send a proxy to deliver the report and attend the meeting as an observer
- c) Send report to be tabled.

7.4. Head Boy/ Head Girl Report

Cooper: RFDS Fundraising raised over \$400.

Sheridan: Fundraiser for MS being held Friday 17 June through a Dress Up Day. Staff and students encouraged to dress up with a theme of "What I Want to be When I Grow Up".

8. Governance and Strategic Planning (30min)

7.1 Behaviour Support Plan

Suzanne Leckie asked for confirmation about which Behaviour Management Policy the school is currently operating under. In collaboration with staff, the current BMP was endorsed by the School Board at the meeting of 7 April 2016. On 4 January 2016, DoE sent out its new policy and requirements. Further amendments to the requirements supporting the policy were received on April 28. A review process is again being conducted with staff to amend the school's Behaviour Management Policy in line with the DoE requirements. A whole school positive behaviour support plan is being developed in collaboration with staff. Ongoing.

9. Items For Discussion (30 min)

10. KRBA and Middle School Proposal. SL asked if Natalie Nicholson had been invited to a Board Meeting. Not invited as yet. Why are we a member of KRBA as we are not a business. SL said that we can't be seen to be denying another educational model the right to proceed?

ACTION: Board representative should attend the next KRBA meeting. Ian Hanna and Nicki Polding offered to attend.

11. Late Items / General Business – by agreement only

11.1 Board meeting dates: 4 August 2016 then 8 September 2016.

Board schedule to be developed for the year. This will include such things as Financials – budget, charges and contributions, NAPLAN, OLN, timing of elections.

11.2 Co-opting Heidi Astbury: Heidi has indicated that she is still keen to be involved. Board needs to identify when her skills would be useful and then approach her.

11.3 Standards and Integrity: Suzanne Leckie said that several parents have received a letter from the Standards and Integrity Directorate regarding NAPLAN testing. IH was also aware of these letters.

12. Next Board Meeting

Date: Thursday 4 August

Time: 6.00pm

Location: Admin Conference Room

13. Meeting Closure 8.20pm