



KATANNING
SENIOR HIGH SCHOOL

SCHOOL BOARD

Minutes of Annual Public Meeting

Thursday 26 May 2016

Held at 7.00pm

Katanning Senior High School Library

MEMBER	POSITION	Representing	TERM
Steve Blyth	Chair	Community	2016
Nicki Polding	Principal	School	Ongoing
Julie Brown	Secretary	Staff	2017
Patrick Kennedy	Business Manager	Staff	2017
Genevieve Hulin	Member	Staff	2016
Scott Keast	Member	Parent	2016
Richelle Warren	Member	Parent	2016
Ian Hanna	Member	Parent	2017
Mel Berrigan	Member	Parent	2017
Ron Smith	Member	Community	2016
Suzanne Leckie	Member	Community	2016
Sheridan Kowald	Member	Student	2016
Cooper Morrow	Member	Student	2016

1. **Welcome and Apologies:** Ron Smith (notified) and Richelle Warren (without notice).

PUBLIC ATTENDANCE:

Kylie Aggis, Trevor Carruthers, Tania Conning, Caitlyn Fitzgerald, Lynley Keley, Teneille Quartermaine and Zia Gul Sultani.

Apology: Kim Kowald.

2. **Presentations to the Board:**

2.1 Introduction of new Board members:

Parent Representatives Siobahn Reeves and Robbie Minitier. These are 2 year tenures.

Staff Representative: Genevieve Hulin - 2 year tenure.

Community Representatives: Robyn Quartermaine, Zia Gul Sultani and Suzanne Leckie. These positions have a one year tenure.

2.2 Annual Report: Nicki Polding gave a Power Point presentation of the Annual Report. Board members and members of the public present were also given a hard copy of the Annual Report.

Regarding the school opinion survey, behaviour management is a concern that was evident across parents, staff and students as being an important issue for our school. There is a very small number of students (6) who currently present extraordinary challenges with their behaviour so this is an area that obviously needs ongoing work.

IH asked if the Board could have a copy of the Powerpoint presentation.

ACTION: Provide Board members with a copy of the presentation at the next meeting.

3. SB: Acknowledged and welcomed Zia Gul Sultani to the meeting.

4. Confirmation of Minutes of Previous Meeting and Action Items

4.1. Accept Draft Minutes 12 May 2016 with the following amendments:

4.1 Para #1 after instead of from.

Add **be** (happy to assist with transition.

5.1 Para #2: This project needs to **be** endorsed etc.....

Moved Patrick Kennedy. Seconded Ian Hanna. Carried with amendments.

4.2. Action Items: Accepted.

5. **Correspondence In / Out** – Nominations for Community Representatives received by stated deadlines.

6. General Reports

6.1. **Chair's Report:** Chairperson Steve confirmed that he would be stepping down as Chair. He has been honoured to work with the Board since his appointment in November 2014. In that time, he has attended Board training and workshops and has been involved in the development of the Board Terms of Reference. He has been able to gain an insight into how much work was involved and put in by staff addressing the ERG report, Prescribed Improvement Strategies and Change 2 Program. The Board endorsed the Performance Agreement which outlines the roles and responsibility of all. The Board has interrogated the Behaviour Management Plan and will continue to work on the plan in line with the ongoing updates from DoE. Finally, Steve stressed to Board members that the primary focus of the Board should be on strategic planning not operational matters.

6.2. Principal's Report

There is a small number of students creating challenges regarding their behaviour. Significant work is being done regarding behaviour support for these 6 students. Alternative strategies are in the pipeline, including external supports.

6.3. P & C Report - None at this time.

ACTION: Follow up with President Cheryl Chambers to present a report for the next meeting.

6.4. Head Boy/ Head Girl Report

Head Boy Cooper thanked outgoing board members for their contributions and congratulated incoming members.

Head Girl Sheridan reported that the SLG organised Paper Aeroplane Day to fundraise for the Royal Flying Doctor Service. This competition was held during lunchtime in the gym and raised \$41.50. Prizes were donated by Miss Watson. Staff were also given the opportunity to make a donation. Next fundraiser will be "What I want to be when I grow up" Day for MS Society.

7. Financial Reports

7.1. Financial Reports (PK): Not a lot of change from last meeting on 12 May.

7.2. Summary of Finance Committee Decisions

There has not been a Finance Committee meeting since the previous Board meeting (12 May 2016). Further works in the pipeline are the removal of the concertina doors between Rooms 29 and 30 to be replaced with stud walls.

ACTION: A Finance workshop for new Board members to be organised.

8. Governance and Strategic Planning

7.1 Behaviour Support Plan – DoE Requirements and their Impact (NP)

An updated plan was received from the Department on 4 January 2016. Feedback from Principals resulted in another update 28 April. The focus is on support rather than a punitive approach. The Board and the school will now be working together to develop the whole school Behaviour Support Plan. To be discussed at the next Board meeting.

Linley Keley asked if the Behaviour Support Policy was used across all schools? Yes, as it is a DoE directed Policy. The Great Southern Schools Principal Network is working to create collective understandings with the local Primary Schools re BMP.

7.2 K-12 Literacy Initiative (NP). SB thanked NP for working on this important initiative. NP showed a PowerPoint presentation that she and Caitlyn Fitzgerald had presented to the Principal Network, the Regional Education Director and the Coordinator of Regional Operations (CRO). Nicki reiterated that the National Minimum Standard (NMS) equates to NAPLAN Band 6 i.e. around Year 4/5 level. Top Year 3s would be showing Band 6 NAPLAN. The high school and primary schools are working collectively to improve NAPLAN from Year 3 onwards. Currently the Literacy Hub under the leadership of Literacy Coordinator Michelle Dolan has identified where performance breaks down in Years 3, 5, 7 and 9 NAPLAN across the Katanning district. They are developing a strategic plan with identified targets to improve literacy at each year level.

22% of students entering KSHS are below NMS. This is higher than other schools across Australia. Our target is to be at the Australian level.

If a student does not achieve Band 8 NAPLAN in Year 9, they have to sit the OLN and achieve Category 3 in all 3 areas of Reading, Writing and Mathematics before achieving secondary graduation.

Student Funding (PK): Base rate is \$8,717 for Year 7-10 students and \$9,372 per Year 11/12 student. Additional funding is allocated based on if students have disabilities, Aboriginality, NAPLAN results. We receive funding for 5 CaLD students when there are actually 31 students who need assistance with Literacy and Numeracy.

SL asked what happens to those students who don't achieve the required OLN level and therefore no WACE.

NP: Students can achieve a Certificate II in five courses. These courses are taught by our Certificate IV (Training Assessment) teachers. The school funded the training for these staff and as it is costly (about \$6,000) to train teachers to Cert IV standard, it is desirable for new staff to already have a Certificate IV prior to joining the school. Students need to achieve 12 Units of Competency to gain qualification. This achievement is rigorously audited with the RTO (Registered Training Organisation) endorsing the certification. The delivery of Certificate courses is in an adult learning mode.

9. Late Items / General Business – by agreement only

Late Item for Discussion: Katanning Regional Business Association (KRBA) minutes of meeting held on Tuesday 17 May 2016.

PK: Katanning SHS is a member of KRBA and receives the minutes. Concerns were raised about a presentation by Guest Speaker Natalie Nicholson regarding a Proposed Scoping Study for a Private Middle School and the funding for this scoping study. It was agreed by the 4 KRBA members present at this meeting that KRBA, if requested, would support the scoping study which required that an incorporated body be involved. (i.e. KRBA).

SL had heard that the group wanting to start this middle school had approached CEO (Catholic Education Office) which had not been in favour of the proposal and did not support it.

SB said that he had conversation with this group and that the push for a private middle school came about because of the "angst" in the community.

PK queried why KRBA has become involved in this proposal? It was suggested that Natalie Nicholson be invited to come to a KSHS School Board meeting. This would allow a two way exchange of information directly.

NP reported that Katanning SHS had spent approximately \$500k in the district spread over 76 businesses over the last 3. WA Government schools must abide by the DoE Common Use Agreement but as a regional school, we have the option to use local suppliers. KSHS chooses to support the local community businesses where it can despite this sometimes resulting in buying goods and services more expensively.

SB was concerned that this matter is outside KRBA's core business and with such a small number of Association members present, did they even have a quorum to make such decisions?

ACTIONS:

- 1) Invite Natalie Nicholson to a Board meeting.
- 2) School Board representative to attend the next KRBA meeting.

10. Acknowledgement of Outgoing Board Members' Contributions

NP thanked outgoing Board members for their contributions and presented certificates of appreciation.

Steve Blyth was applauded for his work as inaugural School Board Chair, the time he committed to the role and his work with the Principal to develop the Board.

Scott Keast was a member of the School Council and transitioned onto the School Board as a parent representative. He was thanked for his work as both a parent representative and past President of the P&C. His tenacity and ability to drill down into policies and school plans made his contribution valuable and respected.

Ron Smith joined the School Council in 2014 as a community representative with connections to the Grandcarers, the Katanning Men's Shed and retirees in the community. Ron's support in assisting in the establishment our Wanslea Grandcarers' group was most valuable.

Richelle Warren was also a School Council member who transitioned onto the inaugural School Board as a parent representative. Her connection to parents and students made her well placed to present concerns and issues to the Board and the Principal.

ACTION: Certificates for Ron and Richelle to be posted.

11. Next Board Meeting

Date: 16 June 2016
Time: 6.00pm - 8.00pm
Location: Admin Conference Room

12. Meeting Closure: 8.50pm

I confirm these minutes as a true and accurate record of the meeting.

School Board Chair _____
Mr Steve Blyth

Date: _____