



MINUTES OF SCHOOL BOARD MEETING

Thursday 3rd November 2016 – NO QUORUM, Meeting re-scheduled to:

Tuesday 8th November 2016.

6.00pm – 8.00pm

Katanning Senior High School Admin Conference Room

MEMBER	POSITION	Representing	
Ian Hanna	Chair	Parent	2017
Nicki Polding	Principal	School	Ongoing
Julie Brown	Member	Staff	2017
Patrick Kennedy	Business Manager	Staff	2017
Genevieve Hulin	Member	Staff	2017
Mel Berrigan	Member	Parent	2017
Robbie Minter	Member	Parent	2018
Siobhan Reeves	Member	Parent	2018
Suzanne Leckie	Member	Community	2017
Zia Gul Sultani	Member	Community	2017
Robyn Quartermaine	Member	Community	2017
Makaela Knapp	Member	Student	2017
Jayden Severin	Member	Student	2017

1. Welcome and Apologies:

Meeting opened at 6.10pm.

Ian welcomed Carolyn Cook, Acting Principal to the meeting.

Welcome to new 2017 student representatives Jayden Severin and Makaela Knapp.

Apologies: Nicki Polding, Julie Brown, Robbie Minter, Siobhan Reeves

Presentations to the Board

NAPLAN Report – Steve Dennis presented information on the NAPLAN data recently received by the school, noted areas of improvement and the areas that need more work and how we are doing in relation to other like schools.

Steve Dennis left the meeting at 6:45pm

2. Confirmation of Minutes from Previous Meeting and Action Items

Minutes of 4th August 2016 are a true record of the meeting.

Minutes of 8th September are a true record of the meeting.

MOVED : Patrick Kennedy SECONDED : Genevieve Hulin CARRIED

Action Items Register

Current items discussed.

Policies to be looked at and accepted with current changes and a review date to look at them in six months' time, the dress code policy has been on the Agenda for quite a while with no resolution

4th August, Dress Code – Replace Ian Hanna with Trevor Carruthers in Action box, Trevor will speak to the program co-ordinators about dress requirements

3 December 2015, Board Minutes on website – Replace Sue Page in “Person Responsible” with Nicki Polding.

8th September, Staff Morning Tea - Tuesday 22nd November 11:00am KSHS staff room.

26th May 2016, KRBA Meeting - Ian to speak with Natalie Nicholson about dates to meet informally.

3. Correspondence In / Out

In - Nil

Out - Nil

4. General Reports

4.1 Chair's Report – Ian Hanna

KRBA Sundowner held at Katanning Senior High School on 14th October with the Trade Training Centre leaving a good impression on the members who attended.

Year 12 final assembly on 21st October went well, and the Valedictory evening held on Thursday 26th September was attended by parents and staff as well as Alison Ramm and Rick Wilson.

Invited to sit in the Change 2 meeting where peer observation and how the process works was discussed.

4.2 Principal's Report – Tabled

Report read by members no further discussion held.

Carolyn has been using her years of experience and knowledge to review the paperwork for the ERG, looking at some of the policy documents in particular the Behaviour Management Policy and suggestions on how to move forward in getting it approved as well as anything else that has needed her expertise.

Suzanne queried staffing – All vacant positions have been advertised and will be filled in the next 2-3 weeks, student numbers will be about the same for next year.

4.3 P & C Report

Raised \$800.00 manning the gate at the Katanning Show, canteen is making a profit.

School Ball for 2017 will include year 10's to try and keep costs down, dress attire for them will be cocktail dresses.

4.4 Head Girl/Head Boy

5. Financial Reports – Tabled

5.1 Patrick discussed the Financial Report, advised we are on target

5.2 Patrick discussed the Finance Committee Decisions.

5.3. Approval of 2017 Contributions and Charges

Contributions and Charges: Subjects Costs, Optional Costs and Voluntary Approved Request, Personal Items List and Extra Cost Components to be endorsed.

MOTION: That School Board endorses the Subjects Costs, Optional Costs and Voluntary Approved Request, Personal Items List and Extra Cost Components for 2017 as presented.

MOVED Patrick Kennedy, SECONDED Ziagul Sultani. Carried

6. Presentations to the Board

6.1 NAPLAN Data – Steve Dennis discussed at beginning of meeting.

6.2 School Self-Assessment Schedule – Feedback from Board Members

Suzanne Leckie queried on pg3 360% feedback, Trevor explained the program and how it works to provide feedback to staff.

6.3 Parent, Student and Community Survey

Draft of survey read by members. In section 4 if there are additional questions e-mail them to Renee by 9th November.

7. Governance and Strategic Planning (30 mins)

7.1 Draft Behaviour Support Plan (DoE Policy 2016)

Caroline and Trevor have revamped the document, will be presented to board at the next meeting, board will need to set review dates for the document next year.

7.2 Dress Code – Uniform Policy

Melissa queried if the changes had been supplied to Ashleigh, one of the documents received had some of the changes not noted ie white piping on the shirts.

Suzanne advised the Policy still has errors – 7.3 non-compliance, in one paragraph it says 5 then 10 further down the page. 5 still has school council not board.

7.3 Board Survey – Patrick to send a copy of results to members.

7.4 Board Code of Conduct

Suzanne – Pg1 paragraph 2 change council to board.

7.5 School Board Schedule 2017

Review business plan at the June meeting

8. Late Items / General Business – by agreement only.

Suzanne – Queried if a card had been sent to Smith. Robin Dark attended the funeral and a card and flowers were sent on behalf of the school and board.

Melissa – Query regarding absence of Julie Brown from meetings and could her position be filled by a proxy in her absence.

Ian Hanna will send a letter asking Julie what her intentions are.

10. Next Board Meeting

Date: 1st December 2016

Time: 6pm -8pm

Location: KSHS Admin Conference Room

11. Meeting Closure: 8.30pm

Minutes taken by: M Berrigan

School Board Chair: Mr Ian Hanna _____

Date _____