Minutes of the Meeting held Monday 26 October, 2015
At 7pm in the Resource Centre

Opened 7.00 pm

1. Welcome and Apologies

Present
Cheraleen Barrett (Treasurer)
Tony Green (Acting Principal)
Kirri Minnican (Deputy Principal)
Andrew Biddle
Ray Martin
Simon Rothwell (Chair)
Avril Dargie (Staff)
Liz Milford (Secretary)
Matthew Usher

Apologies
Leon Bignell
Kasandra Harris
Haley Przibilla (Staff)
Breandan Wolff
Deborah Carey-Burrows (ComR)
Gail Kilby (Onkaparinga Rep)
Margaret Staples (ComR)
Malcolm Dean
Nigel Mallaber (Deputy Chair)
Shaun Walsh (Staff)

2. Acceptance of the previous minutes (14 September 2015)

The minutes of the Governing Council meeting held on 14 September 2015 were accepted by Ray Martin and seconded by Matthew Usher. All in favour. Carried

3. Business Arising from the previous minutes (14 September 2015)

Nil outstanding.

4. Correspondence in

• Leon Bignell letter re ‘Awards of Excellence’
• Leon Bignell letter re ‘Women Hold up Half the Sky Award’
• Parents in Education Week letter re forum to be held
• SAASSO Affiliation certificate and letter
• ‘Parent Paperwork’ letter
• “Be the Best You Can” Primezone Partner School expression of Interest letter

ACTION: Tony Green will follow up on this document.

• SAASSO weekly update bulletins.

5. Correspondence out

Nil.

6. Reports and Committees

Deputy Principal Report

Tony Green outlined a number of items in his Principal’s report:

• Year 12 Graduation was well attended and was a pleasant and successful evening.
• Public relations and school visits with positive discussions have recently been undertaken and should be further encouraged throughout the community. A social media profile will be established for the school and
some local media coverage if possible too. A communication app is currently being developed to allow easy sharing of photographs and messages (this will complement the current sms system).

- A strong stand on bullying from both student and parent perspectives is being taken and poor behaviour in relation to this will not be tolerated at Willunga High School.
- The new SEQTA attendance system is being advanced and electronic notification of absences is now occurring by email.
- Discussion of the budget and expenditure to date in relation to the current shortfall. Some programs will be reviewed and staff changes may occur (increase in some areas and reduce in others). Building and grounds works will be reduced from previous years, Professional Development funding needs to be carefully re-examined and printing costs need to be drastically reduced.
- The current status of the Principal situation is that Janelle’s position will not be vacant until the end of 2016 (although her tenure will not end for some time after this) and Governing Council need to consider preference for the best course of action for school leadership for this period. A call was made to Nanette Van Ruiten, Education Director (Sea and Vines), to discuss and clarify the current situation and options for continuing school leadership in the current format.

**ACTION:** Simon Rothwell and Liz Milford to write an email to Nanette Van Ruiten to clarify the Governing Council’s preferences on this matter to enable positive progress for school leadership and ongoing continuity.

**Finance Report**
Cindy Davies forwarded a finance report by email for the meeting and Liz Milford circulated this prior to the meeting.

Tony Green discussed this:

- Year to date surplus $665 430.46, cash at bank and at call investments $443 477.96.
- A FLO payment of $298 331.50 has been made. Changes to the FLO structure and management will happen in the future to reduce these payments.
- Follow up on the outstanding payment for the server fire damage in 2013 is underway.
- Corella damage to the oval and tennis courts is still being chased up. Suggestion was made that a media follow up report could be made on this if this matter is left unresolved for much longer.
- A Canteen year to date surplus of $16 468 was recorded, sales year to date $112 520 and cash at bank and investments $57 375.41.
- School fees need to be agreed upon – current fees are $480 and comparative fees for other schools are similar or a little less. Andrew Biddle put forward a motion that school fees for 2016 be maintained at $480, Ray Martin seconded this. *All voted in favour. Carried.*
- Request was made to write off $59 313 of outstanding and unrecoverable Materials and Services/Vet/Other fees. Ray Martin moved that this be written off, Liz Milford seconded this. *All voted in favour. Carried.*

**Staff**
No official staff report was given but some staff matters were mentioned in the Wellbeing Report.

**Wellbeing Report**
Avril Dargie outlined a number of Well Being activities including:

- Report from Flinders University social work students.
- ‘Wellbeing session’ run by Deb Carey-Burrows.
- Regional Anti-Bullying Conference on 13 November.
- Alternative programs from Jeff Glass.

In her emailed report to Liz Milford prior to the meeting Deborah Carey-Burrows thanked the Wellbeing team for inviting her to present “de-stress” techniques to teachers and said the session went well and was well received.

**Chairperson Report**
Simon Rothwell had no Chairperson business to report.
SRC
No SRC report was given.

Canteen Report
Deborah Carey-Burrows was an apology for the meeting but sent a Canteen report by email. Liz Milford outlined the comments in the report in relation to the consideration of introducing an EFTPOS machine (not thought to be viable by the Canteen Manager) and volunteer support.

Despite reservations expressed in the report re the EFTPOS machine this was well supported by Governing Council members and it was felt that in the interests of increasing sales this should be seriously considered. Tony Green suggested a pilot on this may be a good idea for Term 1, 2016 and he would like to follow this up with Cindy Davies in the Finance office.

Cybersafety
No Cybersafety report was given.

7. General Business

Year 8 Lockers
Tony Green said he had recently had conversations with Year 8’s re locker use. Some students would like the choice of being able to keep their bags with them rather than place them in lockers. A petition of some 250 student signatures has been gathered on this matter and presented to staff. Year 8 is the only year with a locker policy and it was suggested that this should now be reviewed to potentially bring this policy into line with other year levels. Simon Rothwell put forward a motion that the Year 8 no bag policy be revoked with the option to use a locker if desired. Andrew Biddle accepted this motion and Matthew Usher seconded it. All voted in favour. Carried.

Final 2016 Governing Council meeting
Governing Council members elected to have an end of year dinner meeting, with endorsement from Acting Principal Tony Green. A few different locations were discussed from the local region. Liz Milford mentioned she will not be available to organise this or attend on Monday 30 November but Governing Council members elected to change the date of this to Wednesday December 2 at 7pm so Liz could both attend and organise it.

ACTION: Liz Milford to find a suitable venue, book and advise Governing Council members.

Student Free Days
Kirri Minnican noted that December 3 and 4 have been proposed as back to back student free days and asked for formal approval from the Governing Council. These days were approved by Cheraleen Barrett, seconded by Andrew Biddle.

All voted in favour. Carried.

8. Next Meeting: Next meeting changed to Wednesday December 2 at 7pm. Location to be advised.

Meeting Closed 9.05 pm

Willunga High School Governing Council
Actions from the minutes of the meeting held 26 October 2015

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
<th>Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>Follow up on the “Be the Best You Can” Primezone Partner School expression of Interest letter</td>
<td>Tony Green</td>
<td>2 December 2015</td>
</tr>
<tr>
<td>Write an email to Nanette Van Ruiten to clarify the Governing Council’s preferences on the WHS Interim Principal matter to enable positive progress for school leadership and ongoing continuity.</td>
<td>Simon Rothwell / Liz Milford</td>
<td>By 29 October 2015</td>
</tr>
<tr>
<td>Organise venue for the end of year Governing Council Dinner</td>
<td>Liz Milford</td>
<td>Prior to 2 December 2015</td>
</tr>
<tr>
<td>Discuss / submit agenda items for the next Governing Council Meeting</td>
<td>All Governing Council</td>
<td>By close of business on the Friday prior to the meeting.</td>
</tr>
</tbody>
</table>