GOVERNING COUNCIL
Minutes of the Meeting held Monday 16 May 2016
7pm in the Resource Centre

Opened 7.00 pm

1. Welcome and Apologies

Ray Martin introduced the new Principal, Anthony van Ruiten, to the Governing Council. Anthony briefly spoke about his background.

Present
Cheraleen Barrett
Hannah Georgeson (Staff)
Ray Martin (Chair)
Simon Rothwell
Matthew Usher

Andrew Biddle
Kasandra Harris (Deputy Chair)
Liz Milford (Secretary)
Kirrily Tugwell (Canteen Rep)
Anthony van Ruiten (Principal)

Phil Boyle (Staff)
Gail Kilby (Onkaparinga Council)
Megan Ring (Staff)
Petra Turner (Community Rep)
Breandan Wolff (Treasurer)

Apologies
Leon Bignell
Simon Rothwell

3. Acceptance of the previous minutes (21 March 2016)

4. Business Arising from the previous minutes

- Table proposed student free and school closure dates to Governing Council for approval (Kirri Minnican) – complete

  Andrew Biddle asked why there were two student free days this term. Ray Martin and Anthony van Ruiten explained there are four of these allocated per year. Liz Milford mentioned that there were two in Term 2 as the Term 1 day had been held back and added to these.

- Prepare and send thankyou letters to outgoing Governing Council members Malcolm Dean, Deborah Carey-Burrows and Nigel Mallaber on behalf of the Governing Council (Liz Milford) - complete

- Find and circulate the 2015 Canteen report (Liz Milford) - complete

- Prepare and circulate 2016 Governing Council Contact list (Liz Milford) - complete

5. Correspondence in

- Parent’s Say
- SAASSO weekly update bulletins

6. Correspondence out

- Email re the new DECD Governing Council portal on the DECD website
- Letters to 2015 outgoing/retiring members
- Welcome email to new 2016 Governing Council members

7. Reports and Committees

Principal Report
Anthony van Ruiten discussed his report as tabled.
In addition to a fast learning curve in a new school environment, Anthony mentioned in his first two weeks he has also:

- met with approximately 50 staff for one on one meetings
- liaised with a number of students both in the yard and in introductory meetings
- attended a local Neighbourhood Watch meeting to represent the school

**Finance Report**

Anthony van Ruiten mentioned that the Business Manager was currently away and that an up to date Finance report was not available for this meeting. Breandan Wolff said he is available to attend Finance meetings with the Principal and Business Manager at a time that suits prior to future Governing Council meetings.

**Staff Report**

Phil Boyle said that at this stage there was no Staff Report for this meeting.

**Chairperson Report**

Ray Martin had no business to report.

**Canteen Report**

Kirrily Tugwell said that Canteen volunteer numbers were sufficient at present and that this may be due to changes in the DCSI clearance procedures. Kirrily also mentioned that Nola had reported that a number of students were going to the Canteen at times other than Recess and Lunch and that this was creating some hold ups with Canteen food preparation. Ray Martin suggested that the doors be locked at this time. Anthony van Ruiten suggested that Nola should discuss this at an Executive team level and investigation be made into who these students were and why they were out of class at odd times.

The EFTPOS matter was discussed again and Governing Council members expressed overwhelming support to introduce this to the Canteen. It is understood that Nola will require support to implement and use this new system and that to date she has not been keen. However the current perceived benefits of an EFTPOS system will undoubtedly boost Canteen sales and profits and Ray Martin moved that it seems time to pursue this matter. Petra Turner suggested that a sound proposal needs to be put together and presented to Nola on this potential system change.

Governing Council members discussed some steps to potentially include for moving forward on this:

- survey of students and staff feedback - Megan Ring suggested the SRC could carry out this survey for student input

  **ACTION:** Hannah Georgeson and Megan Ring to follow up with SRC to include an additional question in the next survey

- collate and present student survey data and staff feedback to Governing Council at the June 20 meeting

  **ACTION:** Hannah Georgeson, Megan Ring and Phil Boyle to bring information to the next meeting

- investigate the costs of running an EFTPOS machine and whether this will be directly linked to the school account or set up as a separate entity (and where the line of purchase credits will appear in the system)

  **ACTION:** Breandan Wolff to discuss EFTPOS financial and logistical issues with school finance staff

- put together clear, written feedback to ultimately present to the Canteen*

- prepare and send a letter to all parents in relation to the introduction of Canteen EFTPOS*

- work out a clear implementation process for Nola and the Canteen staff*

*assuming that an EFTPOS machine will be introduced

**Community Report**

Petra Turner mentioned the following in her report:

- The Discover Willunga Fair was recently held with sound input from the Football and Netball Clubs
- Willunga Football and Netball seasons are well underway and are finally realigned in the Great Southern zone
- The Willunga Basketball winter season is underway and they are trialling a new APP
8. General Business

Communication Systems and Procedures
Petra Turner mentioned that communications between the school and households was at times intermittent and not always received. Likewise, many school procedures seem to be inconsistent and lacking clarity. The types of problems experienced include letters received late, letters requiring signatures and others not requiring signatures and inconsistencies and problems with reporting systems. The new APP and SEQTA are certainly improvements on this front but there are still ongoing communication problems to be resolved.

Student Engagement
Kasandra Harris raised concerns re boredom of students within certain subjects. It seems that many students are not stimulated within the class setting and this should be addressed well prior to disengagement. Anthony van Ruiten said that the learning and assessment tasks provided must be tailored to meet the different learning needs of students.

Petra Turner asked about the necessity of holiday homework and how this is not allowing students to take a much needed refresh and break and leading to frustration and potential disengagement. Breandan Wolff suggested that this may be related to the need to keep up with the curriculum and be work that has not been covered during the term.

School Uniform
Kasandra Harris mentioned that current school colours are quite sufficient and she was not in favour of introducing black to the uniform (as previously flagged). Liz Milford fully supported this notion and other Governing Council members also agreed. Petra Turner noted that it can be difficult to source navy items for girls.

Breandan Wolff questioned the definition of uniform items and expressed concern his daughter had recently been singled out for her navy pants. Ray Martin suggested it might be a good opportunity to revisit the school Uniform Code to clarify acceptable items. Ray also suggested that the school could support uniform purchases further with clearer catalogue availability and perhaps a pre used uniform service. Phil Boyle said that a uniform list is available from Student Reception and there are items available for students to try on.

ACTION: Liz Milford to follow up with Kirri Minnican to ask for a simple reminder notice to be placed on Facebook and the APP to let parents know how to purchase uniform items and where to try sizes on.
ACTION: Liz Milford to find a copy of the Uniform Code to be tabled at the next Governing Council meeting.

School Formal
Kasandra Harris asked when the school formal was and whether there was any plan to move the formal to later in the year. Phil Boyle explained that the formal had no school outcomes at all but it was traditionally held mid year. Petra Turner mentioned that if held later in the year many students would be aged 18, which could potentially create management issues (re alcohol etc). Liz Milford said that she felt the timing of this was good in the sense that it was something positive for students to look forward to at a winter mid year point and held long enough before the final run into exams.

Onkaparinga Council Engagement Period
Gail Kilby said that the Onkaparinga Council Engagement Period for budget discussions has commenced. The Onkaparinga Council Business Plan is currently on the council website for members of the public to consider and provide feedback on (in person at the next Onkaparinga Council meeting or via email).

Indigenous Activities
Megan Ring outlined a few recent local Indigenous activities:
- Indigenous artwork has recently been painted on Maslin Beach Stobie poles
- A nationally acclaimed comedian will be attending Willunga High School to put on a show
- Reconciliation week is coming up soon

Young Councillor Role
Gail Kilby mentioned a young councillor role is available on the Onkaparinga Youth Committee and that this is a great role for an interested, active young person in the 12 – 25 age group.

ACTION: Gail Kilby to send the young councillor role details through for circulation.
Letter from Kirri Minnican
Liz Milford tabled a letter from Kirri Minnican thanking the Governing Council for support and input over the past few years.

Thanks to Tony Green
Anthony van Ruiten expressed acknowledgement and thanks to Tony Green for his good work and sound progress during his interim Principal role at Willunga High School.

9. Next Meeting:  Monday 20 June, 7pm in the Resource Centre

Meeting Closed 8.29 pm

Willunga High School Governing Council
Actions from the minutes of the meeting held 16 May 2016

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
<th>Due</th>
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<tbody>
<tr>
<td>Follow up with the SRC to place a question in the forthcoming survey re the potential use of an EFTPOS machine in the Canteen and gather staff feedback.</td>
<td>Hannah Georgeson and Megan Ring</td>
<td>Prior to 20 June 2016</td>
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<td>Collate and present student survey data and staff feedback to Governing Council at the next meeting.</td>
<td>Hannah Georgeson, Megan Ring and Phil Boyle</td>
<td>20 June 2016</td>
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<td>Breandan Wolff</td>
<td>20 June 2016</td>
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<td>Follow up with Kirri Minnican to ask for a simple reminder notice to be placed on Facebook and the APP to let parents know how to purchase uniform items and where to try sizes on.</td>
<td>Liz Milford</td>
<td>20 June 2016</td>
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<tr>
<td>Find a copy of the Uniform Code for consideration at the next meeting.</td>
<td>Liz Milford</td>
<td>20 June 2016</td>
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<tr>
<td>Circulate details of the Onkaparinga Council young councillor role.</td>
<td>Gail Kilby</td>
<td>20 June 2016</td>
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<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>
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