Minutes of the Meeting held Monday 10 September, 2012
At 7.00pm in The Resource Centre

Opened 7.00pm

1. Welcome and Apologies

Present  Cheraleen Barrett (Treasurer)  Jude Boyle (Staff)  Malcolm Dean
Chris Duncan (Staff)  Corinne Garrett (Chair)  Liz Milford (Secretary)
Melissa Nelson  Michelle Small (Canteen)  Margaret Staples (Com. Rep.)
Cathy Trenouth (Acting Principal)  Sandra Waye

Attendees:  Lyn Bissi  Phil Boyle  Lyn Fielke
Caine Guillard  Nicola Ridley  Kylee Weakley

Apologies  Leon Bignell (Mawson Member)  Gail Kilby (Onkaparinga Council)  Marie McAllan
Janelle Reimann (Principal)  Simon Rothwell  Shaun Walsh
Wayne Ward (Deputy Chair)

2. Special Presentations

- Nicola Ridley - Assistance Puppies Training
  Nicola outlined the training program for the two facility assistance dogs at Willunga High School.
  An information handout was given to all attendees.

- Lyn Bissi - Marino Monograms
  Lyn outlined the current agreement held with Willunga High School and presented information
  on the process and ordering system. A handout was given to all attendees.

  Chris Duncan noted that he has dealt with Lyn Bissi and Marino Monograms for 6 years for Year
  12 special orders and congratulates the company on being both timely and accurate in their
  supply of quality items to the school.

3. SRC Report

No SRC report was given.

4. Acceptance of the previous minutes (6 August, 2012)

The minutes of the Governing Council meeting held on 6 August, 2012 were accepted by Malcolm
Dean and seconded by Cathy Trenouth.  All in favour.  Carried

5. Business Arising from the previous minutes (6 August, 2012)

5.1. Find out how many school card applicants have been approved, how many more there may
be and how this affects the amount of M&S fees currently outstanding (Cheraleen Barrett).
Cheraleen reported that school card applicants have now been finalised (overall). Specific
numbers are not known at this stage.
5.2. PIE Grant considerations (Jude Boyle) (ref Correspondence in)  
5.3. Jude Boyle is keen to pursue possible PIE Grant funding to run Cyber Safety teaching programs for parents. The next round of PIE Grant applications need to be in by 28 September. Liz Milford offered to assist with this application. Governing Council members supported this suggested PIE Grant application.  
**ACTION:** Jude Boyle and Liz Milford to prepare a PIE Grant application and submit by 28 September, 2012.  

5.4. NBN Norway twin virtual town information (Gail Kilby). Gail was an apology for the meeting so no further information was available for this item.

6. Correspondence in

- Email from Janelle Reimann – Special thankyou for the flowers and apologies for not attending  
- Email (individual to all) from Lyn Fielke – invitation to the Year 12 Graduation Ceremony  
- Email from Gail Kilby - Seaford Rail Extension Community Event, Saturday 15 September  
- Email from SAASSO - confirming reduction in hard copies (to 3) of School Post each term  
- Letter from DECD - re Parent Initiatives in Education (PIE) Grant Applications for 2013  
- Letter from Amanda Rishworth - re National Plan for School Improvement  
- SAASSO Affiliation Certificate  
- SAASSO Website update bulletin  
- SAASSO weekly update bulletins  
- Parent’s Say August 2012

7. Correspondence out

- Email to SAASSO to request reduction in numbers of hard copies of School Post each term  
- Letter and edited Constitution sent to regional education department office at Noarlunga House

8. Reports and Committees

➢ Principal

As circulated prior to the meeting by Cathy Trenouth. This included topics:

- Literacy Focus  
- Staffing Update  
- Security Fencing – refer to additional handout provided at the meeting by Cathy Trenouth  
- Course Counselling On-line  
- Bullying Focus – refer to data provided in the additional handout from Cathy Trenouth  
- K9 Committee  
- Graduation and Year 12 Exams

➢ Finance

Cheraleen Barrett reported on the matter of the new school fence. A grant of $230 000 is available from DECS for the new fence and the perimeter of this has now been agreed upon in consultation with the school and taking into account the best, practical line for this (and therefore creating a gap for the school to pay). In principal support was sought from the Governing Council to pay approximately $25000, being the gap between the DECS prescribed fencing and the cost of fencing and alignment best suited to the needs of the school. Moved by Cheraleen Barrett, seconded by Margaret Staples.  

*All in favour. Carried*

It is also noted that public access to Willunga High School grounds will not be allowed after hours as green space is available to the community at both the Willunga Recreation Park and Rose Gardens.
Cheraleen Barrett tabled the finance report and mentioned the following:

- The YTD surplus is currently $439 901.08 and cash at bank is $695 553.89.
- A grant for students with disabilities has been received.
- Only a partial amount for the breakdown allowance has been received to date.
- Waverley Park funds are currently in surplus but expenses are yet to be deducted.
- Canteen finance is in good standing with over $15 000 in the account. The Canteen account balance is currently up approximately $8000 on 2011 figures.
- Outstanding fees for 194 families, totalling over $81 000, have been submitted to the debt collectors.
- A new Finance report style will be implemented in the near future.
- Mention was made that the previous approval for loan payout for the former Skills Centre (approved 26 March, 2012) had not been relayed to Chris Walters and as yet had not been actioned. Cathy Trenouth will ensure this occurs as soon as possible.

> Staff

Chris Duncan briefly outlined the staff report.

- Reports are due soon and should be out by the last Friday of term.
- Year 12s are nearly finished, exams start week 4 of Term 4.
- Morale around the place seems quite high at present.
- The Year 12 formal was held at the Grand at Glenelg and all were extremely well behaved.

> Library

No library report was given.

> Chairperson

Corinne Garrett had no business to mention.

> Sub Committees

A. Canteen: Michelle Small mentioned there have been ongoing problems with Foodland at Seaford and orders have been unnecessarily held up. As a result it is likely that a transfer to Coles at McLaren Vale will occur from 2013.

B. Community: Margaret Staples had no direct Community news to report but mentioned how she has enjoyed being an “ambassador for the school” in recent times.

9. General Business

9.1. Bullying Strategy outline (Phil Boyle)

Phil Boyle presented the new data collection form for Bullying and Harassment statistics. Phil then went on to outline the revamped Bullying Strategy for Willunga High School. This Bullying Strategy will include newsletter reports (over the next 6 or 7 newsletters) and surveys and audits (both students and parents). A strong focus on partnerships with parents/family members and students is emphasised. The Harassment Grievance procedure was tabled in a flow chart and various information handouts for the whole strategy were tabled to all in attendance. It is anticipated that essential elements of this new strategy will be incorporated into the website and provided to new parents with enrolment information.
9.2. Presentation of the 1 to 1 strategy (Jude and Caine)
Jude Boyle and Caine Guillard outlined the current IT situation at Willunga High School and tabled their vision for Year 8 IT from 2013. Details of well thought through computing packages potentially available through local suppliers were discussed and assessed by all present. It is minuted that the Governing Council gives in principal support of a parent funded 1 to 1 computer program for the future. 

All in favour. Carried

9.3. Year 8 Ipad discussion (Jude Boyle/Caine Guillard)
This matter was discussed at 9.2. The notion of Ipad s for Year 8's is no longer supported as preference is now for the 1 to 1 strategy with Apple laptops.

9.4. School literacy report on current status (Shaun Walsh).
This report will be given at the next meeting if possible.

Next Meeting: 29 October at 7pm in the Resource Centre

Meeting Closed 9.10 pm

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**Willunga High School Governing Council**

**Actions from the minutes of the meeting held 10 September, 2012**

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
<th>Due</th>
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<tbody>
<tr>
<td>Prepare a PIE Grant application relating to Cyber Bullying and parent</td>
<td>Jude Boyle/Liz Milford</td>
<td>28 September 2012</td>
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<tr>
<td>education/input</td>
<td></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</td>
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<tr>
<td></td>
<td></td>
<td>Friday prior to the meeting.</td>
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