Minutes of the Meeting held Monday 18 March, 2013
In the Resource Centre

Opened 7.00pm

1. Welcome and Apologies

Present
- Cheraleen Barrett (Treasurer)
- Jude Boyle (Staff)
- Malcolm Dean (Deputy Chair)
- Liz Milford (Secretary)
- Mark Munzberg
- Janelle Reimann (Principal)
- Simon Rothwell (Chair)
- Margaret Staples (Com. Rep.)
- Wayne Ward
- Sandra Waye
- Kylee-Anne Weakley
- Leisa Yanner (Staff)

Attendee: Amy Hughes

Apologies
- Leon Bignell
- Gail Kilby (Onkaparinga Rep)
- Michelle Small
- Haley Przibilla (Staff)

*Ref item #8: Jude Boyle could only attend the first half hour of the meeting so General Business relating to the Mobile Phone Policy and Bring Your Own Device Guidelines was discussed at this point. (Jude departed 7.25pm)

3. Acceptance of the previous minutes (18 February 2013)

The minutes of the Governing Council meeting held on 18 February, 2013 were accepted with the following amendments:

- Include Margaret Staples on the list of Office bearers as the Community Representative.
- Amend the number of First Aid course participants to 45 instead of 60.

Moved by Wayne Ward and seconded by Malcolm Dean. All in favour. Carried

4. Business Arising from the previous minutes (18 February, 2013)

- Contact SAASSO and neighbouring primary schools re potentially hosting an Introduction to Governance session (Liz Milford) – not yet completed.

5. Correspondence in

- PIE Grant letter of success
- Showbags fundraising brochure
- SAASSO weekly update bulletins
- Parent’s Say
- School Post

6. Correspondence out

- Emails, phone calls and letter to Tanya Dunn Brown – no response received
7. Reports and Committees

- **Principal** - as circulated by email prior to the meeting
  The Principal’s report was circulated by email prior to the meeting. Discussion of staffing, student numbers, facilities and grounds was held.

- **Finance**
  Amy Hughes tabled a Finance update with the Budget for in principal agreement. Correction on the Resource Entitlement statement is required on line 5 “Total Per Student $6,105,532” (!!!)
  A motion to approve the 2013 School Budget in principal agreement was put forward by Sandra Waye and seconded by Margaret Staples. 
  All in favour. Carried

  A request from Jude Boyle for a School issued Credit Card for the purchase of Apps for IT related items was tabled. A limit of $3000 is proposed for this credit card. This request was supported by Margaret Staples, seconded by Malcolm Dean. 
  All in favour. Carried

- **Staff**
  Leisa Yanner said that everything is going well for staff at present despite a few security issues with computers and rooms. A lunch girls club group has been established and they have project ideas and activities they undertake. Janelle Reimann mentioned the SRC has now been elected and it is hoped that in the future they may attend the meetings.

- **Chairperson**
  Simon Rothwell did not have a report to present at the meeting.

- **National Partnerships**
  Haley Przibilla was an apology for the meeting and no National Partnerships report was given.

- **SRC**
  No SRC report was given at the meeting. Brief SRC presentation either in person or by written report to future meetings was discussed.

- **Canteen**
  In Michelle Small’s absence Janelle Reimann mentioned that $1000 had been earned in one day by the canteen, an impressive milestone. Ideas to speed up service at peak times were discussed and ranged from including more staff/volunteers/students to remodelling the counter areas to create more serving space. It was suggested that a note in the newsletter or by electronic means could be circulated to promote pre ordering of lunch orders to potentially assist in the shortening of lunchtime canteen queues.

- **Cybersafety**
  Jude Boyle only attended part of the meeting and no further discussion was held for this item except to mention the $1500 PIE grant recently received.

- **Grounds**
  Janelle Reimann said that Grounds meetings needs to be during the day but as yet these had not occurred. A time to regularly meet will need to be set by the Grounds Council and it was suggested that Thursday mornings may work for these meetings. Ideas to get rid of the Corellas would be appreciated!!
  
  **ACTION:** Kylee-Anne Weakley will contact Onkaparinga Council to find out if they still hire a bird scarer person (as was previously the case in Old Noarlunga).

8. General Business

*Mobile Phone Policy and Bring Your Own Device Guidelines*

Two documents were tabled and discussed by Jude Boyle and Janelle Reimann. All members present were happy with these documents. Simon suggested that some sort of authorisation/acceptance of these agreements could perhaps be devised for students to sign. Leisa Yanner moved that these documents be accepted by the Governing Council, Liz Milford seconded this.
**Student Free days for 2013**

Student Free days are scheduled for

<table>
<thead>
<tr>
<th>Term 1: Thursday 28 March</th>
<th>Term 2: Friday 21 June</th>
<th>Term 3: Friday 23 August</th>
<th>Term 4: Approximately 29 November</th>
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All these days will be used for Staff Training and Development.

In addition to these Student Free days there is also a School Closure Royal Show Day on 11 September and a day off for School Counselling in Term 3.

Governing Council approval for these dates is required. Moved by Cheraleen Barrett, seconded by Kylee-Anne Weakley. All in favour. Carried

**Year 10 Work Experience**

Will be undertaken in Week 2, Term 2 and Week 7, Term 4.

**Computing and Printing issues**

Mark Munzberg expressed some concerns with the current internet issues and computers within the school. Janelle Reimann said there had been some intermittent problems for some time. Mention was made of the recent printing credits issue whereby all students appeared to lose all of their printing credits. This was an error in the system and is being rectified.

**Year 12 in 2013**

A new mentorship system with Year 12’s has been introduced and is working well.

**Recap of Meeting Times for 2013**

<table>
<thead>
<tr>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
<th>Term 4</th>
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<tbody>
<tr>
<td>18 February (AGM)</td>
<td>13 May</td>
<td>5 August</td>
<td>28 October</td>
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<tr>
<td>18 March</td>
<td>17 June</td>
<td>9 September</td>
<td>2 December</td>
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9. **Next Meeting:** Monday 13 May, 7pm in the Resource Centre

Meeting Closed 8.30 pm

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**Willunga High School Governing Council**

**Actions from the minutes of the meeting held 18 March 2013**

<table>
<thead>
<tr>
<th>Action</th>
<th>Responsible</th>
<th>Due</th>
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</thead>
<tbody>
<tr>
<td>1. Contact SAASSO to find out minimum numbers and requirements to host an Introduction to Governance session.</td>
<td>Liz Milford</td>
<td>13 May 2013</td>
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<tr>
<td>2. Contact neighbouring primary schools to find out if any interest in attending a joint funded Introduction to Governance SAASSO session</td>
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<tr>
<td>Approach Onkaparinga Council to find out current Corella scaring procedures that may be available.</td>
<td>Kylee-Anne Weakley</td>
<td>13 May 2013</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>
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