

UNLOCK YOUR SCHOOL'S FUTURE



An Independent Public School

Minutes of Meeting No 19 19th September 2017

Morawa DHS Library, commencing at 4.00pm

ATTENDEES: Tracy Tapscott (Principal) Karen Chappel (Chair), Julie King, Greg Payne, Helen Walter, Andrew Moore, Di Ballantyne, Maryanne Milloy –Rakich, Linda Jenkins (MDHS Manager Corporate Services), Nicola Appleton

1.0	Welcome and Apologies	Actions
1.1	Opening and Welcome. Meeting opened at 4.06 pm <input type="checkbox"/> Welcome	
1.2	Apologies: <input type="checkbox"/> Tonia Carslake <input type="checkbox"/> Tammy Solomon <input type="checkbox"/> Debbie Collins	
1.3	Confirmation of Agenda with amendments <input type="checkbox"/> No amendments	Agenda confirmed
2.0	Disclosure of Interest	
2.1	Conflict of Interest.	No conflicts of interest
3.0	Minutes of Previous Meeting	
3.1	Review Minutes of previous meeting June 13th, 2017	Previous minute confirmed
3.2	Actions Arising from the previous meeting	Nil actions arising
3.3	Business Arising from the previous meeting minutes	Nil business arising
4.0	Correspondence	
	Inwards <input type="checkbox"/> Nil Outwards <input type="checkbox"/> Nil	
5.0	Housekeeping	
5.1	Proposed changes to the reporting section of the meeting tabled (draft template from module one of the Board training package)	IPS Assistant to call for comments via email
6.0	General Business	
6.1	Draft framework for strategic plan <input type="checkbox"/> Teaching staff will reflect on this document <input type="checkbox"/> Big picture strategies Board commented that this was a good evidence based document	

6.2	<p>Self-Review Survey and Actions</p> <p>Question:- Board members participate fully in, and add value to Strategic and Business Planning.</p> <p>Action to meet expectations:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> Next Business Plan:- a budget consideration to be made for a facilitator to help write the next Business Plan <p>Question:- The Board and Principal have a clear and shared understanding of the Board's Constitution, roles and key responsibilities.</p> <p>Action to meet expectations:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> Links for training to be supplied <input type="checkbox"/> Investigate a IPS trainer from Perth <input type="checkbox"/> Board members could individually summarise different modules and present to the Board <p>Question:- Board members regularly attend events at the School, and the Board informally meets with the Leadership team and other staff to foster good relationships.</p> <p>Action to meet expectations:- 1st meeting of the year could be a meet and greet with senior staff</p>	<p>Survey results tabled</p> <p>Actions that were received were tabled</p> <p>Principal to investigate a facilitator and make a budget consideration for this</p>
6.3	<p>Policy review – Mobile phone</p> <p>Consequences of a visible phone discussed</p> <ul style="list-style-type: none"> <input type="checkbox"/> Have had issues of parents ringing students they have been redirected to ring front office 	<p>Current mobile phone policy tabled</p>
7.0 Camps, Incursions & Excursions		
7.1	<ul style="list-style-type: none"> <input type="checkbox"/> Health and Veg <input type="checkbox"/> Dinosaur Science <input type="checkbox"/> Music a Viva <input type="checkbox"/> Indigenous Youth Mobility Pathways- Aboriginal Workforce Development Centre- Career Transition Plan <input type="checkbox"/> Country week- 17-22 September <input type="checkbox"/> Canberra Tour 2018 update – 7 expressions of interest received up-to-date 	
8.0 Reports and Updates		
8.1	<p>Principals report</p> <ul style="list-style-type: none"> <input type="checkbox"/> Students summary attendance <p>General discussion and questions</p> <ul style="list-style-type: none"> <input type="checkbox"/> Tracking classrooms <input type="checkbox"/> Age group differences <input type="checkbox"/> Attendance rewards 	<p>Principal's report tabled</p> <p>Principal's report endorsed</p> <p>Students summary attendance tabled</p>
8.2	<p>IPS Assistant Report</p> <ul style="list-style-type: none"> <input type="checkbox"/> DHS won the best indoor display at the Perenjori Show 	<p>IPS Assistant Report tabled</p>
8.4	<p>Finance</p> <p>Points of discussion</p> <ul style="list-style-type: none"> <input type="checkbox"/> Julie King had emailed in questions to Manager of Corporate Services ➤ Are any of the Reserve Accounts in the Total? ➤ How much of the Reserve Accounts are allocated? 	<p>Financial statements tabled</p> <p>Julie Kings questions tabled</p>

8.4 Cont'd	Finance <ul style="list-style-type: none"> ➤ The reason for these questions is with the new state government there as a possibility of unallocated reserves being vulnerable. <input type="checkbox"/> Responses tabled 	
9.0	Other Business	
	Nil	
10.0	Next meeting	
	<input type="checkbox"/> Wednesday 22 nd November, 2017 – combined Christmas dinner after the meeting at the Ag College	
11.0	Roundtable Evaluation	
	Nil	
12.0	Meeting Close	
	Meeting closed at 5.07pm	


 Signed (Chair)

19/9/2017
 Date