

UNLOCK YOUR SCHOOL'S FUTURE



An Independent Public School

Minutes of Meeting March 28, 2022

Morawa DHS Library, commencing at 3.30 pm

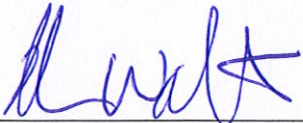
ATTENDEES: Tonia Carslake (Principal), Tracy Tapscott (Deputy Principal Primary), Lisa Turner, Narelle Atkinson, Nicola Appleton, Helen Walter, Carolyn Lewis (via phone) Linda Jenkins (MDHS Manager Corporate Services), Sarah Coaker, Maryanne Milloy-Rakich (IPS Assistant)

| 1.0 | Welcome and Apologies | Outcomes |
|-----|--|--|
| 1.1 | Opening and Welcome. Meeting opened at 3.33 pm <ul style="list-style-type: none"> Thank you to everyone who nominated Nominations tabled | Principal chaired meeting Nominations tabled |
| 1.2 | Apologies: <ul style="list-style-type: none"> Nil | |
| 1.3 | Confirmation of Agenda <i>Narelle Atkinson moved that the agenda be confirmed with the correction. Seconded Lisa Turner. Carried</i> | Agenda confirmed |
| 2.0 | Disclosure of Interest | |
| 2.1 | Nominations for Chairperson called <i>Narelle Atkinson nominated Helen Walter, seconded Lisa Turner. Carried.</i> | Helen Walter elected as Chairperson for 2022 Chairperson took over the chair of the meeting |
| 2.2 | Nominations for Deputy Chairperson called <i>Narelle Atkinson nominated Lisa Turner, seconded Tracy Tapscott.</i> | Lisa Turner elected as Deputy Chairperson for 2022 |
| 2.3 | A Board member who is approached by a parent with a concern relating to an individual is in a privileged position and must treat such discussion with discretion, protecting the confidentiality and privacy of the people involved. If the issue relates to an operational matter of the school, the parent should be encouraged to speak with the principal or the classroom teacher. However, if the issue relates to a school policy or procedure, it should be put on the agenda for discussion at the next School Board meeting, where it will be dealt with in a generic sense to protect the privacy of individuals involved. A Board Member or Members who fail to act in this manner can be removed from the Board. | No issues raised |

| | | |
|------------|---|---|
| 3.0 | Minutes of Previous Meeting | |
| 3.1 | Review Minutes of previous meeting <i>Tracy Tapscott moved the minutes of the meeting held December, 2022 be approved, seconded Sara Coaker. Carried.</i> | Previous minutes confirmed |
| 3.2 | Actions/Business arising from the previous meeting Item 7.1 <ul style="list-style-type: none"> Alternative to Canberra tour to be finalized <ul style="list-style-type: none"> Costs and dates for Broome being sort | |
| 4.0 | Correspondence | |
| | <ul style="list-style-type: none"> Inwards Outwards <ul style="list-style-type: none"> Greg Payne Gaylea Dawson | |
| 5.0 | General Business | |
| 5.1 | Statement of Expectation 2021 – 2024 replaces the Delivery and Performance Agreement for Independent Public Schools | Board to review regularly |
| 5.2 | Draft Annual report <ul style="list-style-type: none"> Deferred to be done via email | IPS Assistant or Principal to email out draft |
| 5.3 | Business Plan Review - DRAFT Morawa District High School 2022-2024 Business Plan <ul style="list-style-type: none"> Lisa Turner preferred the layout of the previous Business Plan Colours need to be bolder Alignment seems inconsistent Helen Walter queried missing information off the back page | Draft business plan tabled IPS Assistant to email out Business Plan for further feedback |
| 6.0 | Camps, Incursions & Excursions | |
| | Camps and Incursions/excursions 2022 <ul style="list-style-type: none"> Year 7 Country Week University Tour MO Bucks Reward Bi-Annual Canberra Tour -Alternative destination Year 6 Camp – Bluff Point General Discussions <ul style="list-style-type: none"> Carolyn Lewis queried the ages Canberra Tour <ul style="list-style-type: none"> Year 7 – Year 12 We will go back to Canberra in the future | Information |
| 7.0 | Reports and Updates | |
| 7.1 | Principal's Report <ul style="list-style-type: none"> School's focus areas for 2022 – linked to school's priorities and DOE DG Guidelines and Focus 2022 Annual goals/focus areas for the board for the coming year (policies to review, strategic focus for the year, business plan review and development of the new business plan) Professional Learning focus 2022 Subcommittees nominations for 2022 Workforce planning updates Staffing Student numbers Shooting star program | Principals report tabled Carolyn Lewis will introduce herself at next meeting |

| | | |
|-----|--|--|
| | <ul style="list-style-type: none"> • Naplan 2023 <ul style="list-style-type: none"> ➤ Term one bought forward, week 7 – 8, so data will be available • Swimming carnival cancelled, will have in term 4 • ANZAC guidelines outlined • ARC coming to school regarding train movements in town • New gardener is Adrian Egan | |
| 7.2 | <p>Finance Report</p> <ul style="list-style-type: none"> • Financial Reports • 2022 Morawa DHS Bank statement • 2021 Financial Summary • 2021 Contribution and Charges collection rate • 2022 Preliminary One- line budget • 2022 Student-Centred Funding Statement • 2022 Cash Plan • 2022 Salary update • FUNDING APPROVALS/REQUESTS • 2022 Draft Comparative Budget • 2022 Technology Replacement Summary • Primary and secondary fundraising • GENERAL BUSINESS • Student Statements • Chaplaincy funding • Water Corporation –project funding • Grant updates • CAMPS/EXCURSIONS • Year 6 Geraldton • Year 7 Rottnest <p>General Discussion</p> <ul style="list-style-type: none"> • Helen Walter expresses concerns that the air filters are using more power • New lease for car – long lead time for new car • Some of the playground equipment is expensive eg . spider netting • Possible fundraise calico bag with pegs to be considered • Year 6s are selling everlastings • Fundraising ideas are welcomed • Lisa Turner queried water costs <ul style="list-style-type: none"> ➤ Students had reset retic | <p>Finance reports and Budget tabled</p> <p>Fundraising items noted by the board</p> <p>Budget ratified by the board</p> |
| 7.3 | <p>IPS Report</p> <ul style="list-style-type: none"> • Dates to be revisited • Perenjori Show cancelled • Students at meetings | <p>IPS Report tabled</p> <p>IPS Assistant to email about meeting date changes</p> |
| 8.0 | Other Business | |
| | <p>Lisa Turner</p> <ul style="list-style-type: none"> • Employment opportunities in the office at the Ag College • Identify school leaver • Trainee opportunity | IPS Assistant to follow up |
| 9.0 | Next meeting | |
| | <ul style="list-style-type: none"> • June 20 (but subject to change) <ul style="list-style-type: none"> ➤ Board to be advised | IPS Assistant to email out about a change to June 20 date |

| | | |
|-------------|--|--|
| 10.0 | Roundtable Evaluation | |
| | Nicola Appleton <ul style="list-style-type: none"> • Good meeting • Succinct • COVID Restrictions are a distraction • Welcome to Carolyn Lewis | |
| 11.0 | Meeting Close | |
| | Meeting closed at 4.40 pm | |



 Signed (Chair)

29 June 2022

 Date