





Leah asked if someone would like to mover the motion ‘that the Board accept the updated Dress Code and Uniform Policy’ as presented.’

Moved – Dion Nicol

Seconded – Tim Goulter

Carried – 5/1

MDHS Dress Code and Uniform Policy adopted

#### 7.2. Principal role:

The Principal role will be advertised as a substantive position during Term 1 2022 for a Term 2 commencement. Jess explained about how she was a part of the panel process for the last appointment and how she felt about being included as the board chair. In her opinion it should be Principals on the panel, not someone from the board due to their lack of understanding of what a Principal role entails.

#### 7.3. Deputy Principal role:

The Deputy Principal role is now vacant due to Bruce accepting a permanent position in Perth. The permanent Deputy position has been advertised with applications closing 22<sup>nd</sup> November. It will be shortlisted the following week, followed by interviews the week after. There is a 4-business day breach period prior to announcing the successful applicant. Leah suggested hopefully end of week 9 the position will be filled.

- Darren questioned who the panel will be: Leah stated that Craig Lewington (Beacon Principal), Lisa Malatesta (Bencubbin Principal) and Leah will be on the panel.

#### 7.4. Student numbers for 2022:

Student numbers are looking like we may have 95-98, rather than the 90-92 that Bruce had predicted due to some new enrollments. It is also looking like we will have 6 students completing Year 11/ 12 via SIDE.

Leah discussed the very small Kindy cohort potentially 3 or 4 for 2022 - going forward there may be staffing issues as there can't be 3 PP kids on non-Kindy days in 2023. This will need careful planning at the end of 2022.

7.5. PBS Update – New staff shirts with the PBS logo have arrived. PBS values lessons have commenced. Leah informed board about the new Behavior Management Plan and how it supports our PBS values including the sheep tags reward system and the individual points reward system allowing students to earn rewards for their positive behaviors, including wearing uniform and attending school. Excitement is building from the students.

### 8. **Regular business:**

#### 8.1. School Council:

8.1.1. Nationally Coordinated Criminal Record Screening and Working with Children Checks – all members of the Board must have these prior to commencement on the board. If current members do not have both, they will need to obtain these immediately. Leah is inputting data of WWCC, Criminal Checks, driver's license & passport numbers to the council & boards associations making it easier for a central data base. Photocopies will need to be taken and kept in the front office for access.

##### ACTION –

- Board members to email copies of their documents to Leah ASAP.
- Darren needs to complete an Education police screening. Leah will email a link.

8.1.2. Code of Conduct – discussion – do we have one for School Board currently?

ACTION – Bec to check the check the Connect Board page to locate previous one.





8.1.3. Terms of office: We have two staff and one parent member whose terms are ending this year. We will call for nominations from staff via email shortly. We will also commence the process for the parent position. We are also now requiring a community representative.

- Leah stated someone would need to take on the board chair as of next year. Dion expressed his interest.
- Both staff positions will become vacant as of January. Emails will be sent through to staff soon and positions will be filled.
- Darren's position will also come up in January. Leah to advertise position as vacant within the school community.
- Community Rep – Jess stated how hard it is to find someone that is not a parent. Before the first meeting for 2022 we will need to revisit who we can call to approach for next year.

**ACTION** – Board members to notify Leah of suggestions as they arise.

8.1.4. Good governance: Online interactive training modules – Online units are available, Leah can give board members a visitor number & they can access interactive videos, etc. so they can be aware of the role on the board. Face to face training may involve travel so self-paced learning is an easier option. Leah also offered another option of potentially putting online modules onto the big screen and all sitting together to complete prior to meetings, or at another suitable time.

## 8.2. School Planning and Data:

8.2.1. NAPLAN - Leah has identified key points after analyzing the data and shared these with the Board. The minimum number of students for data to be publicized is 6. All our cohorts in 2021 were 6 or larger. Leah reiterated that Board members could ask any questions or follow up at a later time.

8.2.2. Business Plan update & Public School Review (Term 1 Week 6, Wednesday 9<sup>th</sup> March, 2022)

- The purpose of the school review is for the team to come into the school and verify what we are doing well and what we are working to improve.
- There shouldn't be any surprises with a school review as the school shares the date and highlights successes and area for growth. All of these areas for growth will be included in the new business plan.
- Bruce has emailed the draft Business Plan, however this still needs a lot of work.
- Leah explained there are 6 domains in the School Review that the school are working towards. Staff have started writing & brainstorming what needs to be included. There is a large body of work that needs to be done prior to the school review.
- Leah would like as many of community, Board and P&C to be involved in the review day visit. Reviewers will ask attendees what their engagement is within the school, events, communication. It is important to be honest when stating what's working well and what's not. Reviewers will also sit down with Leah at end of day & briefly discuss with her what they have seen and then go away & write the review, which Leah will publicise to the community once received.

## 8.3 School Policies:

8.3.1. Behaviour Management Plan update – Leah explained how the updated plans are being trialed in classes. It has been advertised on Connect & Facebook pages. It has been developed in consultation with staff, making it simple & easy for students to understand. The Behavior Policy has been linked to our points system, so students have something to work towards. Leah will put a survey out to the community, staff & Year 3s & up to ask for their feedback before the end of the year. Questions such as, what's working well and what's not working well will be included. Feedback will be brought to the first Board meeting next year.





8.3.2. Updated Good Standing Policy presented for adoption. Leah explained the purpose behind the Department of Education's good standing policy. It was implemented a few years ago to work alongside the Ministers 10-point action plan against violence in schools.

At the beginning of 2021 Principals received an email from regional office, stating that it had become evident that schools had linked their good standing with attendance and uniform and this was not the intention.

The Department's good standing policy is very clear that it is for dealing with violence in schools. It states that a child will lose 'Good Standing' if they do any of the following

- If a child is violent or making physical contact with the intention to harm,
- Starting a fight or
- Filming a fight.

Leah moved a motion that the Board accept the updated Good Standing Policy' as presented.

Moved - Leah Boehme

Seconded – Dion Nicol

Carried- 6/0

## 9. Reports:

9.1. Principal's report – presented by Leah Boehme. (See attached)

9.2 Financial Review – One Line Budget review and minimum expenditure report presented. (See attached)

Leah explained that the Department require us to spend 96% of our annual school budget and 10% of anything we have in reserve. We would like to transfer some funds from salary to cash and then into our reserves as we don't currently have a lot in our reserve accounts. Unfortunately, the salary to cash gateway was missed and we don't believe we are able to transfer these funds. We will look at spending our surplus cash and then transferring funds early in 2022 to rectify this.

We are also investigating creating a salary reserve to plan for supporting our small 2022 Kindy cohort in future.

Leah moved a motion that the Board accept the financial reports as presented.

Moved: Leah Boehme

Seconded: Caitlin Hogan

Carried : 6/0

## 10. General Business:

10.1. Fees and Charges 2022 – adoption

Dion moved a motion that the Board accept the fees and charges as presented, with the removal of the Year 12 Graduation shirt.

Moved: Dion Nicol

Seconded: Darren Marquis

Carried: 6/0

10.2. Booklists 2022 – adoption

Tim moved a motion that the Board accept the Booklists as presented.

Moved: Tim Goulter

Seconded: Darren Marquis

Carried: 6/0

Jess requested the school send a copy over to the newsagents ASAP to allow time for ordering.

Jess asked why mac book cases were not on next year's booklist. Leah explained that 1:1 MacBook's will not be happening in 2022. MacBook's will be going onto 2 trolleys; 1 secondary, 1 Primary (but can be used elsewhere if required). A booking system will be used.

iPads & Mac's are good learning tools, however our fleet are now five years old and we don't have the funds to replace them. Many classes are also not utilizing their devices enough to warrant the spending related to 1:1.

10.3. School development days 2022 – adoption

Term 1: Thursday 28<sup>th</sup> January, Friday 29<sup>th</sup> January Non-negotiable (Mandated by Dept)

Term 2: Friday 3<sup>rd</sup> June (EWEN Conference)



Term 3: Wednesday 24<sup>th</sup> August (Dowerin Field Day)  
Term 4: Monday 10<sup>th</sup> October, (SDD First day)  
Friday 16<sup>th</sup> December (Non-negotiable traded off by staff)

Darren moved a motion that the Board accept the School Development Day dates as presented.

Moved: Darren Marquis

Seconded: Dion Nicol

Carried: 6/0

10.4. Communication moving forward – not discussed due to time. Will add to next meeting.

**Next Meeting:** Tuesday 22<sup>nd</sup> February 2021 Term 1 at 5pm. (Week 4)

**Close of Meeting:** 6:52pm

