

Mukinbudin District High School

An Independent Public School



School Board Meeting

Minutes – Tuesday 18th October 2022 @ 5:30pm

1. **Welcome and Acknowledgement of Country:** I would like to show my respect and acknowledge the traditional custodians of this land, of Elders past, present and emerging, on which this event takes place. Caitlin welcomed all in attendance.
2. **Attendees:** Karl Moll, Denise Westberg, Caitlin Hogan, Linda Vernon, Jess Collins, Bronwyn Palm
3. **Apologies:** Dion Nicol
4. **Acceptance of Minutes of Previous Meeting** – Monday 22nd August 2022
Moved: Bronwyn Palm Seconded: Linda Vernon Carried all
5. **Correspondence inward:** Email from Caitlin to board members informing them that Paige Ludwig has won a position at Goomalling Primary School as Principal. She will be leaving at the end of Week 3.
6. **Correspondence outward:** Nil.
7. **Business Arising from previous minutes:** (Points 1-7, 10 minutes) Nil.
8. **Regular business:** (60 minutes)
 - 8.1 Draft business plan
 - Structure of business plan needs to be formatted more effectively so that everyone can understand it easily and without lots of analysis. E.g. using flow charts, clear linkages between goals and strategies. Avoiding just two lists. Linda and Bronwyn suggested looking at the language used to describe and offered edits to support the way the strategies and targets are written.
 - Consider having a two-page facing document which simplifies the larger document

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- Bronwyn and Linda to email through recommendations and examples of different formats of Business Plans from other schools.
- Discussed visionary plan that school board does for goal setting 5+ year plan

8.2 Bronwyn – Student Led Schools Case Study (6 minute YouTube video)

- Inspiring video about looking at how a school modified their school program and school timetable to incorporate student voice, especially towards mapping their own educational and work pathways within the school environment.

8.3 School board member tenures

- Karl will contact Dion and find out his intentions for 2023 and school board. Thoughts about who we can approach for Community board member.
- Need to check in again with Jess at next meeting to see if she willing to continue as a parent member.

8.4 School board training plan 2023

- Denise needs to complete the five modules.

8.4 Staffing

- Put draft to central office to advertise for DP (permanent)
- Apply for new deputy for beginning of next year
- Remaining 7 weeks, Karl is admin, Zoe (year 6 grad), Bec (swimming), Kari and Peta (presentation night), Sarah to do in to do intervention testing through the classes
- Class structure remaining the same (if we start splitting now, it has a flow on effect)
This won't benefit the school.
- Bec – generalist teacher role
- SIDE role advertised

9. Reports: (10 minutes) deferred to next meeting

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9.1 Financial review – one line budget and minimum expenditure report presented

Moved:

Seconded:

Carried

10. **General Business:** (5 minutes)

10.1 Distribution of meeting documents

Next Meeting: Monday 21st November at 5:30pm, café food, Library, byo cordial

Close of Meeting: 7:06pm