

## School Board Meeting

Agenda – Monday 21st October 2022 @ 5:30pm in staff room

 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, Caitlin Hogan, Denise Westberg, Linda Vernon and Jessica Collins.

3. **Apologies:** Dion Nicol and Bronwyn Palm.

4. Acceptance of Minutes of Previous Meeting – Tuesday 18th October 2022

Moved: Caitlin Seconded: Karl Carried

5. Correspondence inward: Nil.

6. Correspondence outward: Nil.

7. Business Arising from previous minutes: (Points 1-7, 10 minutes)

8. Regular business: (40 minutes)

8.1 Draft business plan

Karl made edits on structure and strategies according to previous meeting.

 Caitlin explained that drastic structural changes have been difficult to make in the context of Karl not having a deputy so having a full work load, Caitlin being away on prac and the need to get the document content correct over structure.

Denise suggested structuring the document so that the strategies fit under their goals.

· Caitlin will action.

Board is prepared to keep working on the draft and aim to approve in Term 1, 2023.

8.2 Voluntary contributions and charges

Moved: Linda Seconded: Denise Carried

8.3 Personal items list



- Board would like to have the packet of A4 laminating sheets and Foundation Writing
   Time by Firelfy Education removed from the Pre-Primary personal items list
- Karl stated that the school will purchase these for the pre-primary cohort.

Moved: Jess Seconded: Karl Carried

## 8.4 School development days 2023

### Mandatory days

 Monday 30<sup>th</sup> and Tuesday 31<sup>st</sup> January. One day will be PBS focused. Students return to start the school year on Wednesday 1<sup>st</sup> February.

## Trade off/partial trade off days

Friday 15<sup>th</sup> December. Students will finish their school year on Thursday 14<sup>th</sup> December.

## Optional 3 days

- Monday 24<sup>th</sup> April. This is the Monday before ANZAC Day on the 25<sup>th</sup> April. Students will return to school to start Term 2 on Wednesday 26<sup>th</sup> April.
- Tuesday 6<sup>th</sup> June. This is supposed to be the EWEN District join PL day. It is likely
  this will be cancelled. Karl to investigate hosting a Ninghan Cell PL day at MDHS.
- Monday 21<sup>st</sup> August. This is the Monday after the Boarder's Long Weekend in Term 3. Originally, this SDD day is placed on the Wednesday of the Dowerin Field Day. The Board has decided to change the date for 2023 as it has been determined that few families attend the field days with their children. If this is not desirable, we will consider changing for 2024.

Term 1	Term 2	Term 3	Term 4
Monday 30 <sup>th</sup> January (Week 1)	Monday 24 <sup>th</sup> April (Week 1)	Monday 21st August (Week 6)	Friday 15 <sup>th</sup> December (Week 10)
Tuesday 31 <sup>st</sup> January (Week 1)	Tuesday 6 <sup>th</sup> June (Week 7)		



Moved: Caitlin Seconded: Denise Carried

#### 8.5 School board member tenures

- Dion has let Caitlin know that he will not be continuing as a community member in
   2023. Karl to organise a thank you letter for Dion's service to the Board.
- Denise will be departing as a staff member at the end of 2022. Thank you to Denise for her time on the Board over Semester 2, 2023.

### Jess

- Caitlin will approach a staff and community member to see if they would be interested in joining the MDHS Board in 2023.
- The Deputy will be appointed as the minute secretary for all Board meetings in 2023

## 8.6 Staffing

- Deputy permanent position being advertised
- Hayley is taking over Bec's PE/Health teacher role and possibly covering 1 day per week while Kari does Brilliant Brains
- Advertising 1-2 teacher
- Advertising 3-4 teacher
- Both fixed term positions for 12 months
- Board discussed doing some promotional/marketing work to attract quality teachers to MDHS. Linda suggested the Teach, Learn, Grow program from Curtin University.
   Caitlin will investigate.

## 9. **Reports:** (10 minutes)

9.1 Financial review – one line budget and minimum expenditure report presented
 Moved: Karl Seconded: Caitlin Carried



Total expenditure on minimum expenditure report is highlighted in red, indicating minimum expenditure has not been met. Karl explained this is because we still have \$36,000 to spend on IT upgrades (switches and wireless access points etc). And we have extra salary as we currently have no deputy so this is being spent on giving staff

extra days to complete specific jobs.

10. General Business: (5 minutes)

10.1 Mukinbudin DHS Centenary 2023

Start of Term 4 2023

\$10,000 allocated in budget

Linda suggested setting up a committee right at the start of 2023 school year to

coordinate event and also sending out a survey to school community to ask what they

would like to have at the celebrations

Possible ideas

-pavers with family names

-renovate secret garden

-assembly with performance (drama students, whole school song)

-afternoon tea

-photo wall

Next Meeting: Week 5, Term 1, 2023 (Monday 13th March, Week 6)

Close of Meeting: 7:10pm