

Mukinbudin District High School

An Independent Public School



School Board Meeting Agenda

Minutes – Monday 13th March 2023 @ 5:30pm in MDHS Library

Declared open at 5.35pm

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, Caitlin Hogan, Hayley De Lacey, Bronwyn Palm, Linda Vernon, Jessica Collins, Michael Louwen
3. **Apologies:** Nil
4. **Acceptance of Minutes of Previous Meeting** – Monday 21st October 2022
Moved: Caitlin Hogan **Seconded:** Bronwyn Palm **Carried**
5. **Correspondence inward:** Nil.
6. **Correspondence outward:** Nil.
7. **Business Arising from previous minutes:**
 - Update the changes to the centenary year. Further research needs to be done and the correct date needs to be advertised. Paragraph explaining the reasoning behind the change of year.
 - Term 3 SDD – Change of date. Monday 21st August 2023 is the correct date.
8. **Regular business:**
 - 8.1 Business plan
 - Caitlin has gone through and restructured the Business Plan to include the clear link of the targets.
 - Each priority now has two targets against each of them.
 - Electives have been referred to twice in the plan. These have been done purposely to address different criteria in the plan.
 - Agreement that the plan is a working document. Will be constantly under review.
 - Some formatting issues discussed. Number of the targets to be reviewed. Caitlin to reformat.
 - Karl congratulated Caitlin on the work that she had done so far on the plan.
 - Acronyms to be modified to be written in full for clarity purposes.

Business Plan 2023 – 2025 ratified with the above changes.

Moved: Linda Vernon

Seconded: Karl Moll

Carried

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8.2 Policy review schedule

- Karl handed out the School Board Annual Agenda which includes the Policy Review schedule.
- Continue on with the current agenda, with the proviso that some adjustments may happen and then adapt for the next calendar year.
- Karl will go through the schedule and start bringing them into the meetings as they are available.
- Department updates the policies, then the school can make them guidelines.
- Some of the policies on the schedule need to be found and updated as some have not been located.
- Three-year review schedule agreed upon.

8.3 MDHS Master Planning document

- 5 – 10-year vision to plan for school improvement for grounds.
- Background – Templestowe College video shown by Bronwyn at the meeting last year created discussion around long term plans. Make the school a better and bigger part of the community.
- Big visionary goals for Mukinbudin for the next 5 – 10 years.
- Link in with the P&C and the funds that they have available.
- Members to start thinking about what the format may look like. Who can contribute to the planning document.
- Suggestion that a workshop be funded by P&C to gain feedback from board, P&C and the community to help facilitate the journey. Linda has contacts to come in as a consultant and help move the project forward.
- Caitlin and Linda to discuss and put a proposal forward to P&C to organise a consultant. Smaller sessions with the Board and then larger more informal sessions with the community suggested.
- Consultant to build the base of the document, that can be updated in the years ahead.

8.4 Promotion of school

- Promotion to the surrounding schools of what we have to offer.
- Formalise programs for pre-apprenticeships to encourage other students to come to MDHS for high school rather than going to other schools.

8.5 High school future planning discussion

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- How are we demonstrating to the community that the High School is a viable 7/8 option for surrounding areas?
- Survey the current students and then open to the community as to what they would like at the school.
- Demonstrating that we are listening and wanting input into the long-term planning.
- Kaye Louwen offered assistance to come and run some Home Economics classes.
- Offering different options on a rotating basis. Options that can help the local community and are based in the community.
- Bring in the skill set of the interest of the students – offer diversity.
- Start with a survey – student voice and parents. Cohort of current primary students.
- Caitlin to organise the survey for students and parents by the end of term one to allow time for organising for Semester two the options that we have and coordination, funding, programming.

8.6 P&C funding

- Discussed in 8.3 and 8.5.

8.7 Secondary sport participation (swimming)

- EASA swimming carnival.
- Hayley to attend the next online meeting with EASA to gain approval for our students to attend the carnival.
- Give the high school students the opportunity to attend the 2024 carnival.
- DISA – what is the purpose of the DISA swimming carnivals. Focus on participation. Discussion in the community around younger students not participating in enough events. Constitution is currently in place about what students can participate. Karl to discuss with the principals.

9. Reports:

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

- Unable to be reported as it needs to go to the Finance Meeting in Week 7 to be passed.
- Documentation to be emailed to Board members prior to next meeting.

10. General Business:

10.1 Messenger 'getting to know you' spiel from each Board Member

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- Answer the four questions so that the information can be promoted to the community to allow them an insight into who you are and your purpose for being on the Board.

10.2 Connect – this will be our MDHS Board member space

- Connect group has been setup for communication for all Board members.
- Caitlin will send out email with the new password for Connect.
- Department regulates that all Board communication is on Connect.
- All Agenda and Minutes will be uploaded onto Connect rather than being emailed.

Next Meeting: Monday, 12th June 2023 @ 5:30pm School Library

Close of Meeting: 6:53pm