

# Mukinbudin District High School

## An Independent Public School



### School Board Meeting Minutes

Monday 26<sup>th</sup> June 2023 @ 5:30pm in MDHS Library

Declared open at 5:31pm

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:** Caitlin Hogan, Karl Moll, Jessica Collins, Linda Vernon, Bronwyn Palm, Mike Louwen, Hayley DeLacey, Melanie Walker (Minute Secretary)
3. **Apologies:** Nil.
4. **Acceptance of Minutes of Previous Meeting** – Monday 13<sup>th</sup> March 2023  
*Moved: Linda Vernon      Seconded: Caitlin Hogan      Carried: All*
5. **Correspondence inward:**
  - 5.1 **Linda Vernon – Foundation for Rural & Regional Renewal (FRRR) Future Drought Fund Helping Regional Community Prepare for Drought Community Impact Program**  
Overview from Linda Vernon
    - Participating in a drought hub, identified as a community that will be severely impacted by drought in the future. Money available for communities that will be affected by drought. Codesign hubs. Education was one of the components. Linda saw an opportunity for MDHS. Looking towards future for the high school and SIDE program – get the messaging out about being a pathway to TAFE/Uni. Funding goes for approximate 18 months and includes community partnership. Looking outside at opportunities for funding for the school away from education department. Communication via email received today that the schools entry will not be funded – 26/6/23.
  - 5.2 **Linda Vernon - Quote from 150 Square for Mukinbudin DHS Master Plan**  
Caroline Robinson consultation with the Board - \$5000. Look at going 50/50 with P&C for cost of proposal.
  - 5.3 **Department of Education – Deputy Director General (Schools) – letter advising next Public School Review, inclusive of all domains, scheduled for 2025**  
Communicated to Board Members.
6. **Correspondence outward:**
  - 6.2 **Caitlin Hogan & Karl Moll – providing feedback to Linda on the FRRR grant**



**7. Business Arising from previous minutes:**

**7.1 Display proof of Centenary date on Connect page via TV in Library**

**7.2 Business plan has been signed and copy uploaded to Connect**

**8. Regular business:**

**8.1 Mukinbudin DHS policies**

- Karl will send Linda PDF versions to convert to Word so they can be edited.
- Karl to upload policies to Connect and members to provide comments on what they think should be updated. Context and purpose of policy to be provided in description on Connect.
- Business Plan and Operational plans will be re-evaluated in Term 4 for consistency.
- Annual report distributed to board members. Will be uploaded to Connect by Caitlin.
- Behaviour Management Policy being updated by Peta Watson and Melanie Walker.
- Karl to organise for the updating of policies to be done as soon as possible.

**8.2 Survey on electives for students & parents**

Electives for Semester Two have already been timetabled and scheduled. Caitlin to create in Term 4 for 2024 electives.

**8.3 Uniforms – Jess & sample**

- Uniform policy states that school jumper needs to be green. Two different types of material have been used when jumpers have been ordered. Is there an issue with ordering the ones which are preferred by students? Polyester/Cotton blend seem to be less itchy than others.
- Purchase in some of the alternative stock and see if they continue to sell.
- Jess to price the cost of black jackets for high school students.
- Possibly look at staff purchasing the jackets as well.
- Purchase in the beginning of each year with a few extras for new students. Not to be held as stock.
- Hayley to survey high school students and staff if any interest.

**8.5 Wellbeing initiative - \$5000 from DOE**

- Fund from DOE for student wellbeing. Can be utilised for a variety of purposes to support the students. DOE have left it quite broad for schools to choose what it is they spend the money on.

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- Enrichment Day – 15 different activities that you could roster in. Hair dressing, pistol club, yoga session, knitting sessions etc. Tap into community members to utilise their skills.
- Wellbeing space for High School students.

### 9. Financial report:

#### 9.1 Student-centred funding statement

#### 9.2 Minimum expenditure requirement

- In red – as yet we have not spent the 10% that was expected. Was green at the beginning of the year – excess funds have come into the budget as well.
- High School funding – offering electives in the high school area (Kaye Louwen), payment for HOLA's to come in and support High School teachers. Possible purchase of new MacBooks.
- Discussion around replacement plan for MacBooks, interactive whiteboards etc

#### 9.3 Operational one-line budget statement

#### 9.4 Funding agreement for schools

*Moved: Bronwyn Palm      Seconded: Caitlin Hogan      Carried: All*

### 10. General Business:

#### 9.1 Connect access – ensure all Board members on Connect & viewing posts

Jess to be given access.

#### 9.2 Induction documents on Connect – PowerPoint with overview of what Board Members do (useful for new and old members) as well as a glossary with meanings of common terms & acronyms used in Board meetings.

All members advised of this.

#### 9.3 Please fill in on table when you completed Board training

Caitlin to upload to CAB.

#### 9.4 Uni Hub

Lumen Hub / Uni Hub available at Merredin College. Caitlin to look into what is on offer and how it could be delivered at MDHS. Currently 4 hubs in the Wheatbelt. Wanting to expand into the Wheatbelt. Uni ready course that students can access a 75 ATAR based on course work, regional loading. Linda to send further information to Caitlin to pursue.

#### 9.5 Business Plan

Linda would like to view Business Plan at next meeting to ensure that we are meeting goals.

### 11. Next Meeting:

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Monday 18<sup>th</sup> September - Week 10, Term 3

### **12. Close of Meeting:**

6:44pm