



**Minutes from the Merredin College Board  
General Meeting  
Thursday 16th February 2017 in the Secondary Staff Room**

**ATTENDEES:** Beverley Stanes (Principal); **Staff Reps:** Janelle Millar (Manager Corporate Services & Chairperson); **Parent Reps:** Hayley Billing – left at 7.35pm, Jenny Doncon, Jenny Starceвич (Secretary), Rochelle Willis (Deputy Chair); **Community Reps:** Lisa Fischer, Julie Flockart and Mick Hayden; **Invited guest:** John McKane (Uniting Church Minister)

1.0	Welcome and apologies	ACTIONS
1.1	Opening and welcome – Janelle Millar welcomed everyone and the General Meeting was opened at 5.35pm. Special welcome extended to invited guest, John McKane.	
1.2	Apologies: Lynne Herbert (Deputy Principal K-6), Diane Dixon (Parent Rep). Jayne Smith (Deputy Principal – Student Services) and Kaye Meadows (Education Assistant) are no longer Merredin College Staff members. Student Councillors x 2 – not present.	
2.0	Disclosure of Interests	
	Janelle requested members declare any real, perceived or potential 'conflicts of interest' regarding agenda items for this meeting. Nil declared.	
3.0	Minutes of previous General Meeting 21st November 2016 and Special Meeting 28th November 2016	
3.1	Review minutes of previous General Meeting. Janelle Millar presented to the Board the minutes of the previous General Meeting dated 21st Nov 2016 for approval. <i>Moved: Jenny Starceвич      Seconded: Lisa Fischer</i> The Board endorsed the minutes of the previous General Meeting dated 21st November 2016 as complete and accurate.	
3.2	<p>Actions arising from the previous General Meeting:</p> <p><b>Item 12.0: Interschool Shirts</b> (Janelle Millar) - the Merredin College P&amp;C Association have donated \$500 towards replacing Merredin College Interschool sports shirts.</p> <p><b>Item 2.2: Use of Debt Collectors for Fees and Charges</b> (Janelle) - <i>Insight Mercantile</i> has been engaged to recover unpaid Year 11 &amp; 12 Charges. To date \$500 has been recouped. Janelle receives monthly update reports.</p> <p><b>Item 2.2: Bring Your Own Device (BYOD)</b> (Janelle) - the introduction of the BYOD trial commenced in late 2016. This will continue for 2017 with Year 11 &amp; 12 students being encouraged to participate in this initiative.</p> <p><b>Item 2.2: Department of Child Protection and Family Support</b> (Janelle) The Hon. Mia Davies MLA (Member for the Central Wheatbelt) will facilitate a Merredin inter-agency meeting to address strategies for at risk and disengaged children. To include the Merredin College/Residential College, Police, the Department of Child Protection and Family Support, and the Shire of Merredin. Meeting dates are yet to be confirmed. Merredin College Board member, Lisa Fischer has expressed an interest to attend these meetings, subject to her renomination to the Board.</p> <p><b>Item 6.0: Merredin College Board - Terms of Reference/Constitution</b> Discussion to be held over until the next meeting when the new Board members will be present.</p> <p><b>Item 6.2: Composition of the Merredin College Board</b> (Janelle Millar) Merredin College Board nomination forms have been distributed for the outlined vacant positions. The nomination closure date has been extended until Monday 20th Feb 2017.</p>	<b>Agenda item for the next Board meeting.</b>

3.3	<p>Review minutes of previous Special Meeting.</p> <p>Janelle Millar presented to the Board the minutes of the previous Special Meeting dated 28th November 2016 for approval.</p> <p><i>Moved: Jenny Starcevich      Seconded: Lisa Fischer</i></p> <p>The Board endorsed the minutes of the previous Special Meeting dated 28th Nov 2016 as complete and accurate.</p>	
3.4	<p>Actions arising from the previous Special Meeting:</p> <p><b>Item 5.0: Positive School Culture</b> (Bev Stanes) – a list of suggestions generated from the Merredin College Board Special Meeting (28<sup>th</sup> Nov 2016) had been circulated via email to Board members for their perusal. These suggestions will be considered in the Merredin College Strategic Plan 2017-2019.</p> <p>Jarrad Ritchie (Deputy Principal – Student Services) is working with year group co-ordinators to promote positive school culture.</p>	
<b>4.0 Items Above The Line – Priority items for discussion and decisions</b>		
4.1	<p><b>Christian Religious Education (CRE):</b> the WA Department of Education's '<i>Religious Education Policy</i>' document had been distributed via email prior to the meeting.</p> <p>(John McKane - parent of Merredin College children; Chairperson of the YouthCare District Council; Uniting Church Minister) addressed the meeting about the continuity for CRE at Merredin College. CRE is approved by the WA Department of Education. The programs are delivered by volunteers and are values-based. To commence Term 2 with a 30 minute class/week.</p> <p><b>Motion:</b> <i>"That the Merredin College Board endorse the instruction of Christian Religious Education at Merredin College for 2017 for Pre-Primary to Year 6 students."</i></p> <p>Moved: Hayley Billing      Seconded: Rochelle Willis      <b>Carried</b></p> <p>The Board has endorsed Christian Religious Education for 2017.</p>	
4.2	<p><b>Language Other Than English:</b> (Bev Stanes) - last year the Federal Government issued a directive that a second language be taught in schools to Year 3 students by 2018. At a recent Eastern Wheatbelt Education Network (EWEN) meeting most schools indicated they had chosen Indonesian as their second language. Further research is required about specialist teacher provision, training and support for the Noongar language to be taught at Merredin College.</p>	<p><b>Julie Flockart and Mick Hayden</b> to research funding and support options for teaching the Noongar language - report to the next Board meeting.</p>
4.3	<p><b>Merredin College Chaplaincy Program:</b> (Bev Stanes) – the Merredin College Chaplain, Brett Guthrie, is funded for 2 days/week for 1st semester 2017. There is a need for this program at Merredin College.</p> <p><b>Motion:</b> <i>"The Merredin College Board supports the School Chaplaincy Program for 2017."</i></p> <p>Moved: Julie Flockart      Seconded: Rochelle Willis      <b>Carried</b></p> <p>The Board endorsed the Merredin College Chaplaincy Program for 2017.</p>	
4.5	<p><b>Merredin College Homework Policy:</b> (Janelle Millar) – the policy document had been distributed via email prior to the meeting.</p> <p><b>Motion:</b> <i>"The Merredin College Board supports the Merredin College Homework Policy, with amendments as outlined."</i></p> <p>Moved: Julie Flockart      Seconded: Jenny Doncon      <b>Carried</b></p> <p>The Board endorsed the amended Merredin College Homework Policy, as presented.</p>	

<b>5.0</b>	<b>Items Below The Line – Information and discussion</b>	
5.1	<p><b>Operational One Line Budget Statement</b> and the <b>Merredin College 2016 Minimum Expenditure Requirement</b>, as issued on 10th Feb 2017:  Bev Stanes and Janelle Millar explained the Merredin College Operational One Line Budget Statement – income and expenditure. Also the Merredin College 2016 Minimum Expenditure Requirement.  The student census closure date is tomorrow (18th Feb).  <i>Moved: Jenny Doncon                      Seconded: Mick Hayden</i>  The Board endorsed the Merredin College Operational One Line Budget and the Merredin College 2016 Minimum Expenditure Requirement, as issued on 10th February 2017.</p>	
5.2	<p><b>2016 Merredin College Data:</b> Bev Stanes presented the 2016 Merredin College data via a comprehensive PowerPoint presentation.</p> <ul style="list-style-type: none"> <li>• NAPLAN (National Assessment Program - Literacy and Numeracy) and Early Childhood Data Overview</li> <li>• OLNA (On Line Literacy and Numeracy Assessment) Data</li> <li>• On Entry Assessment Data</li> <li>• Merredin College Year 12 School Data</li> <li>• Aboriginal Student Data</li> </ul>	
5.3	<b>2017-2019 Priorities - Business Plan Update:</b> to be held over until the next Board meeting when new Board members will be present.	<b>Agenda item for the next Board meeting.</b>
5.4	<p><b>Merredin College Board Training:</b> (Janelle Millar) - there will be a 2-day workshop for Independent Public School (IPS) Board Governance Training at the Merredin Regional Community &amp; Leisure Centre Tues 23rd and Wed 24th May 8.30am – 4pm. Principal Bev Stanes will be attending.  Two other Merredin College Board members can be registered to attend.</p>	<b>IPS Board Governance Training</b> – 2 Board members are yet to register.
5.5	<p><b>Comparative Budget:</b> although the Merredin College Finance Committee has approved the comparative budget, endorsement is yet to be gained from the Merredin College Board. Documents were not available at this meeting but will be emailed to Board members for perusal and return email endorsement. The budget is to be ratified at the next meeting.</p>	<b>Janelle Millar</b> to email the Comparative Budget documents to Board members for email endorsement. Ratify the budget at the next Board meeting.
<b>6.0</b>	<b>Thank you</b>	
	<p>Bev Stanes sincerely thanked all the outgoing Board members for their time and valued contributions whilst members of the Merredin College Board.  Bev extended a special vote-of-thanks to Janelle Millar who was an inaugural member of, and has chaired, the Merredin College Council/Board. Janelle was thanked for the huge amount of work she has done, especially with helping to gain Independent Public School status for Merredin College.</p>	
<b>7.0</b>	<b>Next meeting</b>	
	Merredin College Board meeting dates: Thursdays of Weeks 3 and 6. Next meeting is <b>Thursday 9th March 2017</b> .	
<b>8.0</b>	<b>Closure of Meeting</b>	
	Janelle Millar closed the meeting at 7.40pm.	

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Signed (Chair)

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Date