



# SCHOOL BOARD MINUTES

## General Meeting

Time	5:30
Date	Thursday 3 August 2017
Location	Merredin College Performing Arts Centre
Chair	Julie Flockart
Apologies	Bev Stanes (Principal)
Attendees	Gerard Rennie (Deputy Principal), Julie Flockart, Lisa Fischer, Mick Hayden (Community Reps), Caitlin Crees, Tom James (Staff Reps), John McKane, Jenny Doncon, Dianne Dixon, Jamie Lee Walker (arrived at 5:41), Christie White (Parent Reps), Julie Millar (Business Manager)

Time	Item and summary of discussion	Actions
5:32	<p><b>Welcome</b></p> <p>Meeting was opened by Julie Flockart at 5:32 See list of attendees and apologies above.</p> <p>Julie Flockart (Chairperson) presented to the School Board the minutes of the 1<sup>st</sup> June 2017 Board meeting for approval.</p> <p>The School Board endorsed the minutes of the previous meeting as complete and accurate.</p> <p>The School Board confirmed the Agneda</p> <p>The School Board noted that there were no real, perceived or potential conflicts of interest experience by any members in relation to the items on Meeting 3/08/2017 agenda.</p> <p>Actions arising from previous meeting</p> <ul style="list-style-type: none"> <li>• Website is currently live, but not mobile friendly</li> <li>• Gift give to Caitlin on birth of Harry and sympathy card given to Lisa</li> <li>• Julie Flockart signed on behalf of the School Board approval of CCTV school surveillance system. Email was sent to Board members by Bev Stanes (Principal) requesting approval.</li> <li>• Positive Behaviour Support meetings – Julie attended 2 meetings as committee proxy for Lisa.</li> <li>• Thanks to Lisa for attending and presenting awards at Assembly.</li> </ul>	<p>Board members to visit website and send any suggestions to the school</p>
5:34	<p><b>Finance</b></p> <p>Financial Report moved forward as Janelle Millar needed to leave the meeting to attend to a school matter.</p> <p>Janelle Millar (Manager Corporate Services) presented the one-line budget up until 26 July 2017.</p> <p>Security cameras installed, for \$14000, other \$8000 from insurance claim goes to English department to cover replacement books. Caught first culprit last week. Also had two children admit as they knew they would be caught on camera.</p> <p>We currently have had 93% of budgeted voluntary contributions paid, this may be the result of many reminder notes and secondary assistance scheme. If everyone paid we would probably have an extra \$100,000 per year. Water is a big problem on expenditure, we are</p>	



	<p>investigating reclaimed water. We need to spend 96% of budget including 10% of what is carried forward from the previous year. If we match our budget we are on track to achieve this.</p> <p>The School Board noted the Finance report presented by Janelle Millar (Manager Corporate Services)</p>	
5:43	<p><b>Getting to know the school – PAC</b></p> <p>Tom James presenting the PAC (performing arts centre). The PAC was recently painted matt black by staff, which is a huge improvement as it was unpainted before. This cost approximately \$900 plus time spent by staff over the holidays. Tom James plans to hold a live performance each year, with this year's performance being written by Tom. Funds raised from this year's production will be used to update facilities. Lights and lighting controls are out of date. Equipment is also used in the dance studio. Try to use stage lights etc as much as possible with the students. Emergency lighting may be helpful in the PAC as it is pitch black when the lights are out. Better audience seating would be helpful. Also painting the foyer. Carpet is in the process of being replaced.</p> <p>Tom also showed us the fitness studio on the balcony in the gym.</p>	
5:57	<p><b>Board Member Profiles</b></p> <p>Board member profiles – need to be completed for the website. Photos at the next meeting. Photos to be taken at meeting in week 6</p>	
5:59	<p><b>Data Collection</b></p> <p>Surveying the school community</p> <p>One of our roles is to collect information to ascertain what our community requires from our school. We have just completed the uniform survey, which surveyed the primary, secondary students and staff, and parents and community. The community survey that was published on the Shire Facebook page had 80 responses.</p> <p>This survey was our first, and could be improved in many ways. Better planning and ensuring that all surveys are ready at the same time, may improve accuracy of results. We also need to widen our net, as not all community members have Facebook and of course those who live in other towns need to be included. Survey gives a wider picture of community views, as people tend not to come to meetings. Important to only do these for important issues as we do need to know what the community wants.</p>	
6:02	<p><b>Criminal History Check</b></p> <p>Only the incoming members are required to do this. Please let the school know when it has been approved. Bev Stanes (Principal) would like all members to complete this.</p>	
6:03	<p><b>Positive Behaviour Support</b></p> <p>Lisa Fisher attended the Positive Behaviour Support workshops. This is a new initiative at the College, and Lisa has missed two of the meetings. This was covered at school development day, many</p>	<p>Lisa is requesting feedback on ways to phrase this email. WBN after hours meeting next week, would a Board member like to attend?</p>



	<p>teachers felt that it goes back to respect. Lisa has volunteered to run a survey for the community asking: "Merredin College is committed to improving community standing, please provide feedback on how our students present themselves at your business" We also want to put an email out to WBN.</p>	
6:20	<p><b>School Uniform/Branding</b></p> <p>School Uniform Surveys were completed by 1.primary students, 2.secondary students, 3.parents, 4.staff and 5.community. The results of the surveys as presented in attachment with the 3/08/2017 Agenda.</p> <p>The survey results outlined the majority of every group surveyed selected a sport polo shirt to be an item of the College dress code.</p> <p>Discussion was held –</p> <ul style="list-style-type: none"> <li>To keep the current blue button up shirt as part of the formal school uniform.</li> <li>Comfort and durability rated highly</li> <li>Need to consider cost of sport polo shirt as 288 students are considered to be socially disadvantaged.</li> <li>Should we consider a different colour primary sport polo shirt to the secondary sport polo shirt?</li> <li>No decision has been made at this stage. Blue button up shirt is the current dress code shirt and will be until a decision has been made by the Board.</li> </ul> <p>"The School Board decided by consensus to request the Merredin College P&amp;C to provide the Board with colour design options and pricing for a sport polo shirt."</p>	<p>The Board will inform the P&amp;C that as a result of the surveys the consensus in the community is that they would like the sports polo shirt. If the P&amp;C could come back with some colours and pricing then we can move forward with it. No decision has been made yet, we are reviewing the uniform.</p>
7:04	<p><b>Roundtable evaluation of meeting</b></p> <p>Thanks to Tom James for hosting the meeting in the PAC. Members pleased that they all had the opportunity to voice their thoughts and were part of a robust discussion process. Julie noted that generic School Board magnetic badges are to be made available to members.</p>	<p>School open day will be on September 8<sup>th</sup>, could all Board members make an effort to attend.</p>
7:10	<p>The meeting was closed by Julie Flockart at 7.10 The next meeting is scheduled for 5.30pm Thursday 24<sup>th</sup> in the Science block</p>	

