



**Minutes of Margaret River Senior High School Board Meeting  
5 April 2019, 11:00 am – Admin Conference Room**

**Chairperson:** Barbara Maidment

**Attendees:** Andrew Host, Sam Iles, Kara Beecham, Kate Mann and Marilyn Hopkins.

**Apologies:** Raylene Field, Judith Reynolds

**Minutes:** Monica Gaman

Item	Discussion and Action	Presenter	By When
1.0	<p><b>Previous Minutes:</b>  <b>Motion:</b> to accept minutes.</p> <p>Moved: Marilyn Hopkins      Seconded by Kate Mann</p>	<p>BM</p> <p>All agreed</p>	
2.0	<p><b>Previous and Business Arising:</b>            During Term 2 the school will advertise for a second school board parent representative.  <u>Aboriginal Cultural Framework</u> – The board and the P &amp; C have accepted the two major aims of the framework and these will be brought into action at the school during Term 2 and 3. This will also be part of the school's PD Day on the 29<sup>th</sup> April; staff will be going on cultural walks in Ellensbrook during the morning and afternoon.</p>	<p>BM</p>	
3.0	<p><b>Agenda Items:</b></p>		
3.1	<p><b>2019 School Budget Update</b>            2019 School Budget as at March 2019. The funding we were expecting has come in almost exactly as planned. We have a \$249,000 carry over in salaries. This money has been saved on staff leave backfilling. The total forecast variance is \$224,490 in the green and the forecast cash variance is \$6708. We have also got to account for new staff positions being filled for the rest of the year. With the changing of staffing rules we have to run processes which take longer to finalise. We have had to run 7 new staff processes this term, which is why the forecast salary variance is so high. As per our planning last year, the forecast salary variance will be put towards the build at the end of this year. We plan to have between \$80-100,000 left in our account at the end of the year as a buffer. Andrew was not able to submit the cash budget as there were some incorrect figures on our collection rates. As a result of this the cash budget will have to be resubmitted to the Finance Committee and then to the board. Andrew has spoken to the MCS regarding making those corrections.</p> <p><b>MOTION:</b> that the school board accepts the school's financial position and the explanations given.</p> <p>Moved: Andrew Host      Seconded: Marilyn Hopkins</p>	<p>AH</p> <p>All agreed.</p>	
3.2	<p><b>School Review</b>            Andrew presented the 2019 School Review findings to the board. He wanted to make it very clear that we have approached the review process as being for the school not for the reviewers, meaning that we want to implement the actions we have identified as important.</p>	<p>AH &amp; KB</p>	

The school has been rated as effective.

Relationships & Partnerships:

Suggested Improvements – Provide school board training, support parent engagement and communication through utilisation of SEQTA and CONNECT. Barbara would like to join in with a school board training group when the next one comes up. There may also be an option to do online training.

**ACTION ITEM:** Training for school board members.

- Engagement of parents in making transition decisions for Yr. 10 to Yr. 11. Helping parents understand the value of alternative pathways to university. Michelle Miller will take a key role in this.

Learning Environment:

Suggested Improvements – A cross curricula engagement strategy. Continue to develop the provision of an integrated STEM approach. The school is already addressing this with the engagement of a STEAM coordinator and differentiated curriculum. Another suggestion that we have been looking at is having a Lower School Curriculum Coordinator, the new Deputy that we bring in will have a Lower School Curriculum approach, and they will possibly be starting early next year.

Leadership:

Suggested Improvements –

- Build staff capacity through the continued strategic development of Level 3 classroom teachers as school leaders.
- Maintain the momentum of school improvement with a future focus on interconnectedness across learning areas.
- Student leadership is a key priority and developing student leaders an ongoing commitment.
- Focus on the strategic implementation of the *Aboriginal Cultural Standards Framework*.

We have completed an audit of staff and we have found that 21 of our staff have been given leadership opportunities.

Use of Resources:

Suggested Improvements –

- Implement the ICT plan to ensure the strategic acquisition of resources to maximise classroom technology.
- Continue to enhance the digital literacy of staff.

Teaching Quality:

Suggested Improvements –

- Conduct a full review of the existing performance management process including peer observation to respond to the quality teaching survey.
- Adopt a consolidated approach to support effective classroom practice.
- Continue to develop a whole-school differentiated approach to professional learning that is targeted and informs strategic intent and considers school context.

We have been conducting a complete review of the performance management process and providing CMIS training across the school. In our planning our HOLA's will be getting 0.1 FTE to develop the differentiated curriculum by the end of the year.

Student Achievement and Progress:

Suggested Improvements -

- Continue to develop the Engagement and Enrichment program.
- To strengthen the capacity of students' performance in practical areas, the literacy committee to consider a 'writing

	<p>for purpose' strategy.</p> <ul style="list-style-type: none"> <li>• A decline in expected progress and achievement in NAPLAN numeracy and reading supports a need to review and develop actions towards improved student outcomes.</li> </ul> <p>We have seen a decline in the entry level of students completing NAPLAN in Year 7. We look at their progress between Yr. 7 and Yr. 9. If the progress is not as significant then we need to change what we are doing. Now that we are doing NAPLAN online this year it is harder to judge progress because of the different format. We will possibly look at another standardised test. We may have to wait until 2020 to address any changes with this.</p>		
3.3	<p><b>Building Update</b></p> <p>The build is on schedule, the handovers of the gymnasium and general learning areas are on track, they will all need to be setup before using. After this the removal of transportables will happen and the beautification of the school site will begin. Admin and Student Services are also going to have extensions. It is looking like, at this stage, that we may not get all of the upgrades for Stage 2. We may get specialised transportable buildings instead of some of the building upgrades. We may also be in line for an establishment grant of \$250,000 from the Education Department, which may be useful to put towards more outside spaces for students.</p> <p>Kara took board members on a tour of the building sites.</p>	KB & AH	
4.0	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>• <u>Community Development News</u> – The LGBTQI staff workshop at the shire was really good. It was the basic introduction that staff needed. The 13<sup>th</sup> April is when the first big event is to be held at the Skate Park. 4 out of the 8 local primary schools will be involved in Councillor for a Day; Patrick Marzohl will put forward some MRSHS students for this.</li> <li>• <u>Grip Leadership</u> – Sam attended this conference in Perth. He found it to be a very productive day. Student councillors from Yr. 7 to 11 attended, the only negative was that feedback from the Yr. 7's suggested they found it quite overwhelming on the day, however Sam did feel that as students get older they appreciate the value in the program.</li> <li>• <u>Student Health and Wellbeing</u> - Student councillors have brainstormed suggestions for things that they can do for student health and wellbeing around the school. They have been narrowing down ideas.</li> <li>• <u>School Events</u> – The School Ball went really well, it is a great group of Yr. 12's. We ran the Meet and Greet and Big Band Picnic together, which worked well and we will do the two together in this format in future years. Our new staff have been great and have settled into the school well. We will be conducting Performance Management this term as well, and some staff will be trying this in different formats.</li> </ul>	<p>KM</p> <p>SI</p> <p>SI</p> <p>AH</p>	

**Meeting finished: 12.14 pm**

**Next Meeting: Friday 17<sup>th</sup> May.**

**2019 School Board Meeting Dates:**

**Friday 21<sup>st</sup> June 11.00am**

**Friday 9<sup>th</sup> August 11.00am**

**Friday 13<sup>th</sup> September 11.00am**