SCHOOL BOARD
MINUTES OF MEETING
WEDNESDAY 14 SEPTEMBER 2016

PRESENT: Heather Csar (Chair), Damian Shuttleworth, John Hackett, Colleen Fisher, Alison Rasmussen, Phil Collins, Tina Magatelli, Toni Lane

APOLOGIES: Alison Winter, Rob Stirling, Tim Sercombe, Aiden Howitt, Matilda Yates

MINUTE TAKER: Marcia Shaw

Meeting Began 8:03am

MINUTES OF PREVIOUS MEETING: ACCEPTED: Colleen Fisher
SECONDED: Alison Rasmussen

BUSINESS ARISING:
- Student Carpark has been extended by 22 new bays. Once long jump pits have been moved carpark will be reassessed for more bays to be added.
- Emergency Evacuation Plan has been created. Waiting on maps to be finalized.
- Damian is in the final 4 for the Secondary School Principal of the Year. Panel members will be visiting the school Tuesday 20 September. 28 November the winner will be announced. Will organize live streaming in the library.
- Megalife Week Sports Carnival – about 30 parents attended the first Parent Network Community Event morning tea in P Block.
- Last P&C Meeting discussed the increase to $50 per family p.a. as Voluntary Contribution. Feel it should be Voluntary Donation. Finance is investigating how to put this on RM Finance. P&C members feel that if parents choose not to pay this, they should not get reminder letters from the school. Dept Policy is to send letters out to parents but if they choose not to pay Voluntary section, must not go to Debt collector. Suggested a statement be put on bottom of Contribution and Charges sheet stating “If you prefer not to pay Voluntary Contributions please contact the school”.
  ACTION: Bev to check with QKR regarding voluntary payments and how these can be managed.
- P&C will make donation to school of $53,000 for the refurbishment of the library. Damian thanked P&C as all students will benefit when using the library. Lockers may be considered next year.

PRINCIPAL’S REPORT

Business Plan
- Business Plan. Everything tracking well. Currently going through processes for Year 12’s. This is the first year OLNA has applied to Year 12 students. This will mean we will not achieve 100% Graduation for a few students. Students will get a Certificate of Attainment if they do not achieve a WACE.

FINANCE COMMITTEE REPORT:

Tina presented the Finance Report as Bev Daly on LSL.
- Comparative Budget presented and discussed
- Running of the Uniform Shop has been a success.
- Bev to investigate Music Production account.
- Salary pool funds have been reallocated.
- Fundraising – An information session will be run on Staff Development, Term 4.
- Submissions – D&T – sander has been replaced.
  - Literacy Centre – Bev to discuss with Cynthia next term.
Review Process
Damian is required to do an on-line review monthly however; due to a technical glitch Carine’s reviews went missing. This has now been explained and rectified.

Damian explained in detail why additional money has been reallocated to the Salary Pool and the Comparative was adjusted accordingly.

Motion: Accept Financial Report as tabled.  Moved: Colleen Fisher  Seconded: John Hackett  Vote: Unanimous  Motion Carried

P&C Donation
This has in the past been a $1 membership contribution from all families to the P&C. This would mean all parents are members of the P&C and not just the parents that attend the meetings. The P&C would like to change this to a $50 donation per family. The P&C feel that if parents are aware of what this money will be used for e.g. shading, library, gym they will be willing to pay the donation. P&C would like parents to be informed on the context of where funds will be allocated as of 2017.

Motion: Endorse $50 P&C Donation to Contribution and Charges sheet.  Moved: John Hackett  Seconded: Alison Rasmussen  Vote: Unanimous  Motion Carried

GROUNDS AND BUILDINGS REPORT
- Ongoing as reported above.
- All submission will be rolled over for consideration next year.
- Staff toilets – Enquires are been made through the Department. Not enough cubicles in ladies toilet – one cubicle for 17 ladies.

ACTION: Tina to contact B&M.

SRC REPORT:
- Nil

GENERAL BUSINESS
- New Athletic Singlets: Diagram distributed and discussed.

ACTION: Damian to take back to PE Department and discuss putting Carine SHS on back or front of shirt so Carine students are more easily identified. Check that blue is the standard blue colour for Carine. To be re-submitted at next meeting.

- No Quorum – Minutes to be emailed to absent members for endorsement and circular resolution.

Meeting closed 8:30am

Principal’s signature _____________________________ Date__________

Next Meeting
2 November