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| **PRESENT & APOLOGIES** |

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| ***STAFF (6) Inc. Principal*** |  | ***PARENT (4)*** |  | ***COMMUNITY (2)*** |  |
| Damian Shuttleworth (P) | Y | Sean Somerville | Y | Heather Csar | Y |
| Sue Somerville | Y | Adrian Armstrong | Y |  |  |
| Marcia Shaw | Y | Tim Sercombe (Chair) | Y |  |  |
| Tina Magatelli | Y |  |  |  |  |
| John Hackett | Y |  |  | ***STUDENT PREFECTS (2)*** |  |
| Phillip Borger |  |  |  |  |  |
|  |  |  |  |  |  |

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| **MINUTES PREPARED** | Marcia Shaw |
| **QUORUM** | A quorum of members was present. |
| **START TIME** | 8:00am |
| **MATTERS ARISING**  | **School Board Positions and Elections*** **New Members**. Parent member Sarah Malu was voted in by parents. Community member Conrad Liveries was appointed by the Board. Tim will formally invite both to the next meeting.**Action: Marcia/Liz – set dates for 2022 meetings. Liz to draft a letter for the unsuccessful candidates and send to Tim for finalisation and emailing.**
* **Business Plan Update** – a copy of priorities was distributed; these were finalised with staff at the last Staff Development Day. Once produced Tim to sign off as the Board Chair then will be presented to the Board for feedback. Completion expected b the end of Term 4. Will be published and available on line.
* **IT Improvements**
1. Replaced all old wifi connections – increased wifi across the school.
2. 800 laptops orders and have received 500. Nearly ready to be deployed to classrooms. The other 300 will be a different make of laptops from a new provider and will take 5 weeks for delivery. They also offer a better after sale service.
3. Reducing the Lease/warranty time from 4 year to 3 years.
4. Will be ordering another 1000 next year which will equate to 32 laptops per classroom with some spares.
5. New Core server to be installed as part of the new build.
6. 5 people on IT staff. 3 new this year. Sean commented a shortage of IT staff throughout the state.
* **Annual Report** – Finalised and on the website. Currently being printed.
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| **PREVIOUS MINUTES** | Adopted by the board as correct and signed by the Chairperson |
| **PRINCIPAL’S REPORT** | 1. **Student numbers 2022**
	1. 436 Year 7s for next year at this point of time
	2. Year 12s will be 25 – 30 less than this year.
2. **Graduation**
	1. A very successful evening
3. **ATAR subject 2022**
	1. Large variety offered due to increased numbers.
4. **Transportables**
	1. 3 new Transportables will be onsite for 2022. Placement yet to be confirmed. May be looking at another 5 for 2023 until new build finished.
5. **OSH Club**a) Damian has had a meeting the Carine PS Principal, he is open to having the club at the Primary school so this could be the last year for them at Carine SHS. Looking at renewing lease for 1 more year at $40,000 which goes to PE budget. Has paid for the resurfacing of courts.
6. **Uniform**a) 3 options in the Library. Survey gone out to Staff/Parents/Students. 2 options will be taken up. Survey closes end of November. Due to manufacturing delays hoping to have available by next winter.
7. **Building program**
	1. The program has started – some issues with removal of trees.
	2. Parking is also an ongoing issue. Meeting with the Mayor this week and will share with Board when finalised.
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| **FINANCE REPORT** | 1. **Contributions and Charges for 2022** approved by the Board
2. **Proposed Optional Education Activities for 2022** approved by the Board
3. **Voluntary Approved requests and Optional Costs for 2022** approved by the Board
4. **Compulsory Charges for 2022** Years 9 – 10 approved by the Board Years 11 – 12 approved by the Board
5. **Collection rate** - 69.98% this time last year. Currently sitting at 82.62%. Work hard with families to access payment plants.
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| **GOUNDS & BUILDING REPORT** | Nil |
| **PREFECTS’ REPORT** | Nil |
| **GENERAL BUSINESS** | Wishing everyone a Merry Xmas. |
| **MEETING CLOSED** | Meeting closed at 9:00am |
| **NEXT MEETING** | Wednesday 16 February 2022 |
| **MINUTES SIGNED** | Chairperson\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_Principal \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_/\_\_\_/\_\_\_ |
| **2022 PROPOSED MEETING DATES** | Wednesday 25 MayWednesday 17 AugustWednesday 9 November |