



Carine Senior High School Board

Minutes of Meeting

Held on 17 August 2022

At Carine Senior High School – 51 Everingham Street CARINE WA 6020

PRESENT & APOLOGIES	STAFF (5) Inc. Principal		PARENT (4)		COMMUNITY (2)	
	Damian Shuttleworth (P)	Y	Sean Somerville (C)	Y	Heather Csar	N
	Sue Somerville	N	Adrian Armstrong	Y	Conrad Liveris	Y
	Marcia Shaw	Y	Sarah Malu	Y		
	Tina Magatelli	Y			STUDENT PREFECTS (3)	
	John Hackett	Y			Indiana Hay	A
	Kerri Drage (Guest)	Y			Sophie Shuttleworth	Y
					Tyson Wright	A
MINUTES PREPARED	Marcia Shaw					
QUORUM	A quorum of members was present.					
START TIME	8:00am					
MATTERS ARISING	Nil					
PREVIOUS MINUTES	Adopted by the Board as correct.					
CONFIRMATION OF CHAIRPERSON	Sean Somerville voted Chairperson (Circular Resolution recognised) for 12 months. Board membership is a 3-year term.					
PRINCIPAL'S REPORT	<ol style="list-style-type: none"> 1) Sean wanting to bring more structure to the Board. A pre-pack will be sent out prior to future meetings with reports, Agenda etc. 2) Damian has advised prepare an executive summary for each meeting. 3) Due to a teacher shortage, we have begun advertising for teacher positions for 2023 so hoping to fill positions early. 4) Year 9 Camp will now be Year 7 Camp. May run 2 Camps a year for the next 2 years so other year groups do not miss out. Likely to be Term 3 each year. 5) Sandakan this weekend – all Board members welcome. 6) Megalife week next week with House Athletics Carnival on Wednesday. Focus this year on Mental Health and Wellbeing – all Board members welcome. 					
FINANCE REPORT	<ol style="list-style-type: none"> 1) Comparative Report Budget for 2022 - Noted by the Board. 2) Sean will meet with Tina regarding streamlining the reports required for the Board. 3) Currently looking at 2023 Booklist, Ed Perfect and Charges for 2023. Will bring to next meeting to discuss. 					
GOUNDS & BUILDING REPORT	<ol style="list-style-type: none"> 1) Grounds & Buildings Committee now defunct. Will be covered by Damian in the Principal's report. It was agreed that the report to be taken off Agenda. 					
PREFECTS' REPORT	<ol style="list-style-type: none"> 1) End of Year 12 plans Student body has requested a range of themes rather than 'gender bender' for Year 12 end of year dress-up. Communication will be sent via Ian Colan. 2) Year 12 ball feedback. A forms survey was sent to the Year 12 cohort. Results: <ul style="list-style-type: none"> • 63 students responded – 36 stated it was satisfactory, 3 highly satisfactory and 24 said it was unsatisfactory. • Some common feedback was that the photos were too expensive, the wait time outside was too much. 					



Carine Senior High School Board

Minutes of Meeting

Held on 17 August 2022

At Carine Senior High School – 51 Everingham Street CARINE WA 6020

- 52 students said they enjoyed the food, although some said they wanted a sit down meal.
- 60% said it was enough time with 40% feeling it went too long.
- The response was positive for the music but there was feedback for students to request songs and also have some slower romantic songs.
- Discussion with Year 12s for doing something different in last week of school.
Action: Prefects to talk with Year 12 students and report suggestions to Kerri Drage.
- The Chair asked that the prefects design and table their board report. Any matter that is brought to the board supported by data sample.

3) **Graduation Date**

Survey completed re change of date due to being so close to exams and possible Covid outbreak. Outcome - Date to remain the same.

4) **Sandakan Memorial**

This Sunday. Sophie and Tyson to make a speech. Other prefects will have other duties. Prefects proud to be part of this service.

5) **Prefects for 2023**

Voting is open for 2023 Prefects. This year, due to COVID, the prefects have not been involved in as many events as normal. Ms Drage will be holding a feedback session with the Student Representative Council to capture ideas for more duties that the Prefects can undertake.

GENERAL BUSINESS

Sean Somerville discussed new processes for the Board moving forward.

- **Code of Conduct** as recommended by the Education Department. Sean would like the board to adopt this. Voted – unanimous.
- **Induction Pack** – this explains role of Board members. Different from other Boards. A school Board has no responsibility for the day-to-day running of the school - here to support the Principal with meeting targets, work on policies, ensure budget is being met, Business Plan endorsement etc.
- **Board Portal** – Sean suggested a portal for School Board information package, Code of Conduct, Minutes etc for all Board members to be able to access. Kerri will set up. May be able to be done on Connect.
- Damian reinforced the importance of the School Board supporting the Principal with policies, endorsements.

Conrad commented on the Social Media Policy. He found it interesting that student faces were shown on our social media. Kerri had sent him the parental consent form which is consistent throughout schools. Currently have a manual process for identifying students whose parents have not consented. IT department currently looking at facial recognition software to streamline this process. Kerri also explained that a lot of the photos are sent from parents wanting their children to be recognised for different achievements.

Damian asked the Board to consider Kerri Drage as a guest as subsequent meetings until Board numbers were finalised and then could become a Board member.

Sue Somerville has retired as a Board member.

Kerri gave a Covid update to the Board. Numbers have dropped. Parents may not be reporting accurately to the school. Data does match the state data. 53,000 RATs delivered and 20 per student given out over a 1 and a half week period. Staff will receive another 10 RATs shortly.

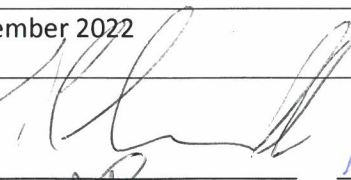
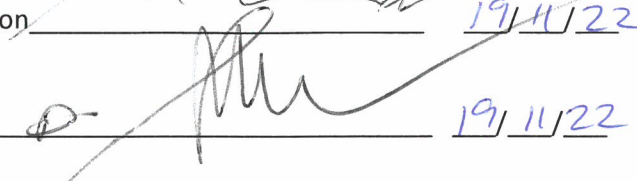


Carine Senior High School Board

Minutes of Meeting

Held on 17 August 2022

At Carine Senior High School – 51 Everingham Street CARINE WA 6020

MEETING CLOSED	Meeting closed at 8.41 am
NEXT MEETING	Wednesday 19 November 2022
MINUTES SIGNED	Chairperson  _____ 19/11/22 Principal  _____ 19/11/22
2022 PROPOSED MEETING DATES	Dates to be advised for 2023