



## **SCHOOL COUNCIL MEETING - MINUTES**

Tuesday 15<sup>th</sup> June 2017, at 3.28pm in the School Library

### 1.1 **RECORD OF ATTENDANCE**

Milton Butcher – RED	Fiona Philson – Principal
Coralie Daw – Staff Rep	Annette Caelli – P&C Rep
Helen Burton – Staff Rep & Secretary	Ian Fitzgerald – Community Rep & Chair
Lindsey Urwin – Parent Rep	

### 1.2 **APOLIGIES**

Kerry Dickinson – Community Rep

### 2. **CONFIRMATION OF MINUTES**

**Recommendation:**

Moved: Annette Caelli

Seconded: Helen Burton

That the minutes of the Ravensthorpe District High School Council Meeting held on 11 May 2017, be confirmed as a true and correct record of proceedings.

Carried:

### 3. **MATTERS ARISING FROM PREVIOUS MINUTES**

3.1 **Bullying Brochure** – Busy now with 2<sup>nd</sup> draft with the support of the CRC. Leadership has discussed and suggested changes to be communicated

#### 3.2 **Emergency Management Plan**

3.2.1 Plan B – Oval is for emergency gathering point and Locked down is in the rooms. Nia would go to the hall if they are busy on the oval and everyone on the basketball courts go to the maths room.

3.2.2 The classroom with no blinds – School are awaiting a quote from Bernies for the Year 1 / 2 classroom. Choices is also an option for a quote.

3.2.3 Telephone Contact Tree – Updated with missing staff member

#### 3.3 **Bush Fire Emergency Plan**

3.3.1 Plan B – It is difficult to have a Plan B during a bushfire, as the reality that if the school are evacuating due to a bush fire, everybody will be off campus way ahead of threat to the school.

3.3.2 Advice from Bush Fire Controllers - Fiona did speak to Gary Webster (FCO Capt.) Ian suggested that she also talk to Ashley Peczka, Community Emergency Services Officer. His office will send the contact details for Ashley through to Fiona.

3.3.3 Dates on Page 11 - Corrected

3.4. **School Vision** – Discussion will follow at the end of the meeting.

#### 4. **P & C UPDATE**

P&C did meet earlier today.

- Faction Shirts: Since the school uniform now consists of blue/yellow shirts, they suggested (came to an agreement) that the Gladiators may wear a plain blue colored polo shirt during factions. It is the parent's choice if they want to buy a cheap blue shirt for the factions.
- Vacancy: The President's role has not been filled yet. The vice stepped up temporarily.

The next P&C meeting is scheduled for Monday 31 July 2017 (W3) at 9:00am

#### 5. **SCHOOL FINANCE REPORT**

The following updated documents were presented:

- Cash Report 14 June 2017
- Salaries Plan 14 June 2017
- 2017 Minimum Expenditure Requirement

There were no further questions or discussions.

#### 6. **PRICIPAL'S REPORT**

Updated version was presented.

- Staffing
  - Arianne Farr will only be away for Term 3. Her replacement has been secured.
  - Deputy Principal – Still in process. Will have outcome in Week 10 of Term 2.
  - Principal's replacement for week Weeks 5-10 in Term 3 is still in process.
- Student Enrolments
  - Students are coming and going
- Classroom Support
- Professional Learning and School Improvement
- Attendance Report
  - Absences are being followed up by Coralie Daw. They now have the golden leaf pass, which is handed out to the class with the best attendance. That class then get an extra 10 minutes at recess.
  - Regular absences occur on Fridays and Mondays. School communicate with parents to stress the importance of attending school and what impact it have on the kids if they do not attend on a regular basis.
- Policy
- School Vision:
  - All Council members to send in their ideas as to how to re-word the school vision to achieve a more easily read and understood version. It is about simplifying and highlighting our values.
  - Fiona commented: Our PBS will support and link with our Guiding Principles which in turn directs us in achieving our vision.
- Grounds and Buildings
  - Fiona can contact Choices as well for quotes. (Lynne Murdock may follow up)
  - P&C has been thanked for their contribution to the improvements on school

grounds.

- The white boards received is plain white boards and there will also be one being installed in the English room.

- Aboriginal Cultural Standards and Framework

- Fiona will send out email for discussion in Term 3. Thoughts and ideas welcome.

7. **CORRESPONDENCE**

Nil

8. **GENERAL BUSINESS**

Ian Fitzgerald is not available for the next meeting scheduled on Thursday, 3 August 2017.

9. **NEXT MEETING**

Next meeting will be held on Thursday, 27 July 2017 at 3:30pm in the School Library

10. **CLOSURE**

Meeting closed as 4:30pm

**Matters arising from minutes to be discussed/followed up:**

School Vision