



**APPLECROSS SENIOR HIGH SCHOOL
SCHOOL BOARD
MINUTES 31 MARCH 2014**

MEETING No.	DATE & TIME	MEMBERS	INITIALS	REPRESENTATIVE	APOLOGIES/ABSENCES
Meeting 13	31/3/2014 6.00pm – 8 pm	Glenys Campbell	GC	Principal	JR
		Alysia Kepert	AK	Parent	KW
		Gloria Wynhorst	GW	Parent	GW
		Fiona Schaper	FS	P&C	BT
		Chris Lavender	CL	P&C	
		Suzanne Brown	SB	Community & Industry	
		Digby de Bruin	DD	Community & Industry	
		Phil Marshall	PM	Community & Industry	
		Allen Hahn	AH	Community & Industry	
		Julie Reed	JR	Staff	
		Christine Waddell	CW	Staff (Secretary)	
		Kimberley Wynhorst	KW	Student	
Ben Thomas	BT	Student			

AGENDA ITEMS

Agenda Item:	Who:	Discussion Topic:	Decisions Made:	Board to: <i>Identify whether Board is to note, confirm or decide in relation to item.</i>	Action by:
1. Welcome & Actions from Previous Meeting	DD	1.1 Welcome	DD opens and welcomes PM	[Confirm]	All
		1.2 Minutes from previous meeting	Minutes emailed to all last week and accepted SB primary CL seconded		
		1.3 Business Arising	Media Liaison Officer – PM email regarding development of a stakeholder engagement Plan worth considering. PM to provide a discussion document Webpage a good place to start- ours being updated Bulletin could be more frequent given that it is online now DD and SB to meet re portraiture issue Fundraising discussed-CL to liaise with Emma Walker		
2. Priority items	GC	2.1 2013 Annual School Report	GC distributed a copy to all. School has a lot to be proud of- results, opportunities available Board to review and decide whether the format supports the school	[Confirm]	
	GC	2.2 IPS Review Preliminary findings	Review completed and written		

	DD		<p>report 2 week away. It was all very positive When available, the board could have a session to consider it OLNA results should be available by next meeting for analysis</p> <p>DD talked to the role the board plays in the school and how it was perceived by the reviewers</p>			
	GC		<p>Board should be profiled in the school community – bulletin, webpage, honour board</p>	<p>**All board members to provide a 100 word profile for the bulletin and send to CW asap</p>		
	GC	2.3	Review of work standards		<p>GC raised there were some concerns taken to the project manager and handover of the ‘S’ and ‘A’ blocks has been delayed as a consequence</p>	
	DD	2.4	Training for Board members		<p>DoE to put in place some training? DD distributed sheets with info. Code of Conduct does not exist for the board? Needs to be looked at</p>	
	GC	2.5	Meeting dates for 2013		<p>ASHS calendar distributed DD - Extra dates needs to be decided upon for Terms 2 & 3 *Term 2 Monday June 30 *Term 3 Monday August 4</p>	

3. Reports & operational matters	GC	3.1	Principal's Report	GC distributed written handout and spoke to it, addressing the Sustainability Project and its involvement within the community. Talked about the hope of getting a Specialist Literature Program accepted by the DoE for the school given the expertise we have here in this area. Ideas posed about additional spending the school could undertake		
	GC	3.2	Finance Report	Distributed copy presented and discussed Planning for Year 7 intake discussed - timetabling, numbers, staffing etc. Board thanks GC for her wonderful work as acting principal and for all the outcomes		
	KW/BT	3.3	Students' Report	Neither present		
4. Other business	DD	4.1	Public Board Meeting Date	It was today. Please note no extra people attended this Open School Board Meeting as per the school calendar. This item was to have been deleted from the agenda	[Note]	

5. Meeting Efficiency	DD	5.1 Reflect on meeting efficiency	<p>SB talked to the timing issues of the meeting. Something more formal required?</p> <p>The introduction of a timekeeper was seen to be a possible option.</p> <p>A new proforma for the agenda (and hence the minutes) was proposed by DD and was decided to be introduced to the next meeting and trialled.</p>	[Note]	All
6. Next meeting		6.1 Monday May 26 th 2014		[Note]	

Signature of Chairperson:

Date: