

School Council Meeting Minutes Boddington District High School

DATE:	22 June 2017	CHAIR PERSON:	Cindy Mulcahy
TIME:	3.17pm	MINUTE SECRETARY:	Rhonda Cunnington

ATTENDEES:	Cindy Mulcahy, Gary Butcher , Paul Mitcham, Melanie Durack, Sandra Brady, Susan Loughnan
APOLOGIES:	Veronica Metcalf, Dianne Adams, Ros Berry, Sharan Manez, Wayne Batt, Seetha Sekar

ITEM REF	ITEM	LED BY	Time	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome .	Chair	5 min	Cindy - welcomed the committee. Discussed apologies	
2.	Acceptance of previous minutes	Chair	5 min	Previous minutes.	Accepted Cindy Moved Melanie
3.	Business arising from previous minutes	Chair	5 min	<p>Business arising</p> <ul style="list-style-type: none"> - Parent contact – email lists and how they work when parents are not on visionaries – (item 3 last meeting – Wayne f/up) - Welcome packs for new parents to include information on accessing Visionaries – (Item 3 last meeting – Paul f/up) - Poster of School Council Members to be completed and displayed in BDHS – (assistance from Rhonda) – (Cindy f/up) - Paul to remind staff to provide information to parents on the programs students are using in class so that parents can support them. – (Item 3 last meeting - Paul f/up) 	<p><i>Paul advised that items posted on Visionaries will be emailed home if or note given to student.</i></p> <p><i>This is in information packs.</i></p> <p><i>Thank you to Rhonda for assistance. These are on display around the school.</i></p> <p><i>This has been completed. Will remind in Term 3</i></p> <p><i>Paul spoke with Kallista on better ways to use Visionaries.</i></p> <p><i>Will post about the non-use of Visionaries over the holidays and do a</i></p>

				<ul style="list-style-type: none"> - Talk with Kallista and Ros regarding a reminder on protocols for Visionaries – (Item 5 last meeting - Paul f/up) - Update on what steps are being taken to improve students attendance. (agenda item) - Generate a Code of Conduct for BDHS Council Members (page 19 of the Unincorporated Councils Information Package to be a guide) - (Item 8 last meeting – Cindy & Paul f/up) - Paul to provide department policy on Behaviour Management (Item 9 last meeting – Paul f/up)\ - Paul to check all new staff have completed online/internet use by students training (Item 10 last meeting – Paul f/up) 	<p><i>reminder that Visionaries will be used during business hours.</i></p> <p><i>Deputy Principal is focusing on attendance. Analysis on absences and why they are happening.</i></p> <p><i>Cindy is working on this document.</i></p> <p><i>Copy of Managing Student Behaviour & Student Behaviour Procedures given to committee. Revised policy Term 3 2 meeting.</i></p> <p><i>1 staff member to still complete this.</i></p>
4.	Correspondence	Secretary	1 min	Nil	
5.	Principal's Report Finance Report	Principal	5 min	<p>Attached</p> <ul style="list-style-type: none"> - Performance - Behaviour - Staffing - Complaints <p>Finance Report</p> <ul style="list-style-type: none"> - YTD Calendar year. - Operational May 2017. 	
6.	P&C Update	Sue	5 min	<p>Fundraising for a shade shelter</p> <p>Assisting people to obtain swim qualifications.</p>	Paul advised that there are 2 people looking at the training.
7.	Student Attendance – Ways to improve this	Paul	10 min	<p>Susan – can we display raw statistics for parents?</p> <p>Paul – Will have comments on reports about attendance.</p>	Include a reference about staying home when unwell.

				Teacher are also placing comments in reports about attendance. Will have a Parent Evening to discuss reports.	Send council link on Everyday Counts. Look at 10 way to help the school improve attendance.
8.	Review 1 st Semester Academic Performance	Paul	10 Min	Attached. <ul style="list-style-type: none"> - Need to look at historical data. - Implemented Stepping Stones program to assist with Maths. - Classroom meetings happened at the beginning of the year. Will take place again Term 3. - Ian Hislop has implemented 1+1 and will follow it up. - Mel requested that Parents are informed of what students are learning. Classroom newsletter is a good source of information. 	
9.	General Business	Chair	10 min	<p>Cindy – Will organise for Matt Osborne to come and train School council on the Roles and Responsibilities for the school council. Offer direction and clarification.</p> <p>Cindy – National Police History Check needs to be undertaken for all new Council members from 2018.</p> <p>Gary – Thank you for changing the meeting day to Thursday. I now work Thursday and Friday.</p> <p>Cindy – Is GATE happening? Paul advised that 1 student is enrolled at Perth Modern for the GATE course.</p> <p>No in school Gate program is being held. Teacher can offer extension work for students.</p> <p>Gary – Breakfast club will be run 4 days per week.</p> <p>Cindy – Town meeting on problem children</p>	<p>http://www.det.wa.edu.au/screening/detcms/navigation/screening-for-criminal-history/national-police-history-check--application-package/</p> <p>Paul advised was not invited to the meeting. Directed staff not to comment on students if they attended the meeting.</p> <p>Happy to work with people if there are issues with students walking to and from school.</p> <p>Look at bringing Cadets back for</p>

