



MINUTES OF MEETING No 1

Held at Greenwood Senior High School on 28 November 2011

ATTENDEES: J Harris, A Ganz, D Mayes, T Dunn, T de Jong, T Quilty, A George-Kennedy, D Moncrieff, C Anderson, G Burnside, T Waddilove, B Tooker, A Mitchell, K Starr, L Hunt

1.0	Welcome and Apologies	ACTIONS
1.1	The meeting was opened by Joanne Harris at 6.05 pm	
1.2	Apologies: S Mason	
1.3	Confirmation of the agenda: The Board confirmed the agenda.	
1.4	Election of Chairperson	Decided to elect Chairperson at the next meeting, 22 February 2012
2.0	Disclosure of interest	
2.1	The Board noted that there were no real, perceived or potential conflicts of interest by any member in relations to items on Meeting No 1 agenda.	
3.0	Minutes of previous meeting	
3.1	<p>J Harris presented the minutes from the Greenwood Senior High School (GSHS) Council's last meeting held on 24 October 2011, for approval.</p> <p>Note that there was one correction: Correction to point 2.4 – should read 400 notebooks only and that Year 11 students will not receive notebook computers, as stand alone computers will be put into the school instead.</p>	<p>Correction notes, Minutes confirmed: T Waddilove Seconded: A Ganz</p>
4	Priority Items	
4.1	<p>School Board Member Induction</p> <p>J Harris gave a presentation outlining the following:</p> <ul style="list-style-type: none"> • Roles and Responsibilities of an unincorporated school board which include: <ul style="list-style-type: none"> · To work within the Department of Education's relevant legislation and regulations · It is a legal body that has, with the Principal, the power to monitor and set key directions of the school · It is the major governing body of the school · The major difference between a school board and school council is the increased responsibility, involvement and status that a school board has · Board members occupy a fiduciary position. They have an obligation to demonstrate utmost loyalty and to exercise their powers, in good faith, in the interests of the school · An unincorporated School Board can have 5 to 15 members, elected for three years · They endorse the School Delivery and Performance Agreement (DPA) which is signed by the Principal, School Board Chair and Director General 	<p>Noted</p> <p>The School Delivery and Performance Agreement will be sent to board members early next year and discussed in February.</p>
	<ul style="list-style-type: none"> · School Boards DO NOT · manage the school · employ staff · performance manage the principal or staff 	

6.0	Other Business	
6.2	<p>D Moncrieff asked whether schools are audited both financially and for occupational health and safety. Both types of audits are carried out by the Education Department and the school has its own OHS officer (part time capacity). Darren also asked whether the board would be interested in participating in a course in basic finance or on how to run a board. Board agreed it would be beneficial.</p> <p>Jo mentioned that as an independent public school (IPS) GSHS has chosen to take on two flexibilities 2012, that of faults management and teacher relief. Staff are employed by the department, not GSHS, however, as an IPS we can merit select staff and are not obliged to take on referred teachers.</p> <p>B Tooker asked if a school tour was possible. This was thought to be a good idea, preferably during school time</p> <p>K Starr raised the issue regarding the dangers of the buses at GSHS during the times when students are crossing the road and parents dropping off/picking up students. This is an ongoing problem which has previously been discussed but we should discuss again more fully at a later meeting.</p> <p>Sandra asked if, as an IPS we can take Year 7 students into high school. No we are unable to do this and currently this issue is still before cabinet. New schools are able to take Year 7s.</p>	<p>D Moncrieff to find out if it is possible to participate in a course relating to boards – through the Australian Institute of Company Directors.</p> <p>Jo to organise a school tour date and time</p>
7.0	<p>Next Meeting</p> <p>Meeting No 2 will be held on 22 February 2012, 6.00pm at GSHS</p>	Board agreed
8.0	Roundtable Evaluation	
9.0	<p>Meeting Closed</p> <p>The meeting was closed by Jo Harris at 8.05 pm.</p> <p>The next meeting will be on 22 February 2012.</p>	