

NURIOOTPA HIGH SCHOOL GOVERNING COUNCIL MEETING

Meeting Thursday 26th February 2015
In the LOTE Centre at 7:00 pm

Present: J Hanckel, L Smith, N White, L Rothe, Jo Bartsch, A Hoffman, K Wohlers, SRC: Josh Norton and Regan Lambert.

Apologies: Brenton Wildman, Ann-Marie Ward, Kim Dawes, H Kalleske, & W Marschall.

Jeannette Chairing in Brenton's absence. Neil Minutes.

Minutes Accepted: Moved Luke Rothe. Seconded April Hoffmann.

Business Arising:

Vintage Festival - 18th April 7.30 to 10am. Breakfast in the car park. 45 floats 2 to 10 people on each float. Stuart Jones to run coffee machine with help from students. Volunteers to nominate to Kristin. Pre order possibility. Email to float operators advertising breakfast. Set up needs about 4 BBQ/coffee approximately 10 people.

FINANCE

- The following financial reports for Period 13 2014 and Period 1 2015 were presented to the Finance Committee today for review and discussion.
 - Canteen Profit & Loss and Balance Sheet
 - NHS Profit & Loss and Balance Sheet

Motion: the above reports were accepted at Finance Committee meeting today and recommended for approval and signature by Governing Council at tonight's GC meeting. Proposed Jeannette Hanckel and seconded Linda Smith

- Fundraising and Unexpected Revenue:

Fundraising

Donation Social Justice Fund from B/V Golf Club	\$ 57.40
Donation from Nuriootpa Police to Auto	\$ 1,250.00
Donation from Barossa Outside School Hours Care to Pedal Prix	\$ 100.00
SRC Casual Day	\$ 611.15
SRC Casual Day	\$ 52.50

TOTAL **\$ 2,071.05**

Unexpected Revenue

ACER – TRT to Supervise International student assessment	\$ 300.00
National Schools Chaplaincy Program	\$15,000.00
Community Helpers – for set up of ILC	\$ 5,000.00
Grant – National Certifications Assessors Training	\$ 1,500.00
<u>TOTAL</u>	\$21,800.00

The following documents were presented for Chairperson and Principal's signatures:

- Nuriootpa High School Profit & Loss & Balance Sheet Period 13 2014
- Canteen Profit & Loss & Balance Sheet Period 13 2014

Delegations for the 2015 year - Canteen

The Principal recommended the following staff members be approved by the Governing Council as delegates for the 2015 year:

Procurement Delegations: Delegated authority to sign purchase orders

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	\$20,000
Finance Officer	Dianne Emes	\$500
Deputy Principal	Kirsty Gebert	\$500

Contract Delegations: Delegated authority to enter into written agreements or contracts that require a site signature

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	

Financial Delegations (SASIF Account): Delegated authority to authorise withdrawals from the SASIF Account

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

Financial Delegations (Operating Account): Delegated authority to authorise payments from the Operating Account

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	

Cheque Signatories: Delegated authority to sign cheques (two signatories required for each cheque)

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	\$20,000
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

EFT Signatories: Delegated authority to authorise EFT payments (two authorisers required for all payments)

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

Motion: The recommendation of the Principal/Preschool Director has been accepted by the Governing Council. Proposed Linda Smith and Seconded Luke Rothe.

Delegations for the 2015 year – Nuriootpa High School

The Principal recommended the following staff members be approved by the Governing Council as delegates for the 2015 year:

Procurement Delegations: Delegated authority to sign purchase orders

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	\$20,000
Finance Officer	Dianne Emes	\$500
Deputy Principal	Kirsty Gebert	\$500

Contract Delegations: Delegated authority to enter into written agreements or contracts that require a site signature (e.g. Hall hire agreement)

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	

Financial Delegations (SASIF Account): Delegated authority to authorise withdrawals from the SASIF Account

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

Financial Delegations (Operating Account): Delegated authority to authorise payments from the Operating Account

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	

Cheque Signatories: Delegated authority to sign cheques (two signatories required for each cheque)

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	\$20,000
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

EFT Signatories: Delegated authority to authorise EFT payments (two authorisers required for all payments)

Position	Name	\$ Limit (optional)
Business Manager	Ann-Marie Ward	
Finance Officer	Dianne Emes	
Deputy Principal	Kirsty Gebert	

Issue Petty Cash: Delegated authority to issue petty cash

Position	Name	\$ Limit (optional)
Finance Officer	Dianne Emes	\$100
Finance	Sally Reinders	\$100

Motion: The recommendation of the Principal/Preschool Director has been accepted by the Governing Council.
Proposed Linda Smith and Seconded Luke Rothe

Non Profit Sub Entities for GST

Motion: that the fundraising body SRC is nominated as a non-profit sub entity for GST purposes.

Proposed Jeannette Hanckel. Seconded Kristin Wohlers.

Letter of congratulations to be sent to Bev Mattner.

Proposed Jeannette Hanckel. Seconded Kristin Wohlers.

WHS issues

Nil

SRC

- Lost 3 members at the start of the year.
- Focus on better communication. Assign members to each home group.
- Valentines day was successful
- Focus on PBL for term 1. Different focus each term.
- Improvement of grades term 1 to 2 results gives entry to raffle draw.
- New ideas about rewarding positive behaviour to be trialled.
- Leaders day next week. Most members attending.
- Many plans for the year.

Principal's Report:

School activities

Swimming events, KO sport (Cricket, Triathlon, softball), excursions, celebration assembly, school photos, Parent Information evening, musical production rehearsals declaration of vintage and Clipsal visit have already been features of term 1.

Year start

All classes had a focus on PBL activities and the reviewed Behaviour Code. Some adjustments to the Time Out procedures to help get students back into class ASAP. Working on stricter actions for students not following expectations to support the learning of all students in the class. A movement pass has been developed to simplify events onto one pass. Students are expected to have a pass when they move to another area, go to the toilet, attend a meeting, etc. We had an issue around diaries for the senior students. The discussion around electronic diaries vs paper based resulted in some miss communication. Need to have more consultation with students as many wish to retain their paper based diary. Consider having this as an option in 2016??

2014 SACE results

SACE completion rate was 91%, another increase from previous years. 92% of grades are above C and an increase in A grades to 17%. 26% of students used VET to complete their SACE and 50% had an element of VET in their program. We have been successful in gaining a grant to share improved practices and work on further development in 2015.

Interim reports

We are trialling and extension of interim reports this year. At week 5/6 staff will enter data. Red, significant concern, Amber, some concern, Green, all going well. The parent/caregiver of students that have red on many amber indications will be contacted for discussions about interventions. This has been a practice for senior students and Year 8 but will be extended to all year levels. The aim is to get action on concerns before it is too far into the semester.

Musical

Rehearsals are in full swing. This is an enormous commitment from staff and students. Please keep the dates free and encourage many people to book and come along. The performances are in week 9 Term 3 25th to 27th June. Thursday and Friday matinees, Friday and Saturday evening shows (7.30pm).

ILC

Learning Centre is up and running. Partnership with BLNF with facility. Very positive comments from students and parents. Parent info evening on Wednesday was well attended. Open Tuesday and Wednesday. Aim is to

have students attending TAFE and work experience other days. Congratulations to Tegan Simmonds and Kim Sheldon for their passion and dedication.

CANTEEN

BUILDINGS & GROUNDS

New front lawns development looks really good.

UNIFORM

As reported previously

Curriculum:

No report

Correspondence:

Nil

General Business:

- Discussion re Annual Function at Hospitality Centre
- Combined Governing Council and Wine Committee Event.
- Could we have a fundraising committee? Agree with the concept. Leave for new council to adopt.

Diaries

- Need to continue with paper based diary for particular groups. Offer the option for students. Discuss the use of diary with students.

Year book

- Still to be produced at the end of year. Needs close checking for names. Formal photos to be produced as an insert to the Yearbook ASAP after the formal.

Parental Portal

- Where are we at in implementation? Report back at next meeting.

Celebration assembly

- Very well done.

Student Free Days proposed

- Thursday 2nd July and Friday 3rd July are SFD (Week 10 term 2).
Stephen Graham - Literacy in context with all subject areas on Thursday. Follow up and planning on the Friday. Yr 12 exams in this week. Less disruption to senior school. Seconded Linda Smith.
- Delegations for Canteen and High School
Proposed Linda Smith. Seconded Luke Rothe. Approved.

MEETING CLOSED 8.00 pm