



School Board Meeting Minutes

Wednesday 18th May 2022

3.30pm Seminar Room ESHS Library

Time	Attendees: Katherine Loader, Kay Magagnotti, Ian Masarei, , Phil Reading Debra Sanger, Gabby Botha, Kate Palmer, Annette Hanson (arrived at 3.45)		
3.27pm	1	Welcome and Apologies	Actions
	1.1	Apologies received from <ul style="list-style-type: none"> • Jazmin Parker • Roger Loader • Jordan Emsley • Robin Davis 	
	1.2	Debra conducted the Acknowledgment of Country and introduced new members	
	1.3	No conflicts of interests were reported	
3.35pm	2	Minutes of the previous meeting	
	2.1	<ul style="list-style-type: none"> • Review of previous meeting minutes 	Accepted by Ian
	2.2	Business arising from the previous minutes	
		<ul style="list-style-type: none"> • Phil presented the learning area fee increases that were approved by the Board via email at the end of 2021 due to last minute timetable changes. (see attached) 	
3.40pm	3	Board Admin	
	3.1	<ul style="list-style-type: none"> • Phil presented the 2022 Code of Conduct for Board members to sign and return 	Sign and Return by the next meeting.
	3.2	<ul style="list-style-type: none"> • Phil presented the 2022 ESHS Terms of Reference, drawing members attention to Sections 11.1, 12.4, 12.8 which have been amended to allow for motions and voting to occur via email in special circumstances as determined by the board. • Kay asked if special circumstances should be defined. Discussion then occurred around the need for flexibility and the fact that parents were in the majority and all motions needed an absolute majority vote to be successful passed. 	
3.50pm	4	2022 budget and finance report	
	4.1	<ul style="list-style-type: none"> • Presentation of the 2022 Budget 	These agenda items are postponed until the next meeting due to the absence of Robin Davis.
	4.2	<ul style="list-style-type: none"> • Term 1 Finance Report 	
	4.3	<ul style="list-style-type: none"> • Debra signed the 2022 Funding Agreement. 	

3.55pm	5	2021 Annual School Report	
	5.1	<ul style="list-style-type: none"> Phil presented an overview of the annual report and the School's performance against the targets in the 2019-2021 Business Plan Debra asked for the Board's endorsement of the ESHS 2021 annual report 	The Board unanimously endorsed the annual report.
4.15pm	6	Campus rebuild and master plan	
	6.1	<ul style="list-style-type: none"> Ian gave an overview of the master planning process. Explaining the last master plan had been developed in 2001. Ian also explained no money for the master plan had been allocated by the DoE and the cost would be approximately \$50 000 Ian proposed the creation of a business case for the development of a master plan. Ian has created an OHS condition report which he shared with Board Debra tabled a letter from the Esperance Community sent to the Education Minister Sue Ellery MLC on the 17th February 2022 regarding the condition of the school along with the Minister's reply received on the 28th of March 2022. Debra explained the process she has been through with the shire and other community members in advocating for the redevelopment of the school 	Debra will meet with Ian next week before setting a meeting date for other Board members to meet and discuss the development of a business case
4.30pm	7	Canteen Policy	
	7.1	<ul style="list-style-type: none"> Debra discussed with the Board the healthy food policy Ian also gave an example of a healthy food policy developed at a previous school. Debra asked for parents to form a committee to finalise the healthy food policy. 	<p>Debra will send relevant information to the following Board members who expressed an interest in joining the committee</p> <ul style="list-style-type: none"> Annette Hanson Katherine Loader Kate Palmer Kay Magagnotti Gabby Botha

4.40pm	8	Students at education risk (SAER) policy	
	8.1	<ul style="list-style-type: none"> • Kay asked about the progress of the SAER policy and whether it would include a flow chart to make it easy for parents to understand. • Ian and Phil explained that Anri Bezuidenhout had completed a draft. The literacy and numeracy support program was currently being reviewed as is the school's behaviour management policy and procedures. Phil will be working with Anri to ensure all of the documents align with each other. The school is committed to ensuring that the SAER policy contains a flow chart identifying key roles, responsibilities and the processes to be followed for both parents and staff. 	
4.45pm	9	Any other business	
	9.1	nil	
4.47pm	10	Proposed 2022 meeting dates	
		Term 2 Wk 8 15 June Term 3 Wk 4 10 th Aug Term 3 Wk 8 7 th September Term 4 Wk 6 16 th November	
4.50	11	Close of Meeting	
		Debra closed the meeting at 4.50pm	