



Governing Council Minutes

13th June 2017

1. Welcome and Apologies

- 1.1. **Welcome & Apologies** – Doug Smith, Paula Tresintsis, Zoi Papafilopoulos, Student Voice Reps.
- 1.2. **REMINDER – Please respond to emails from Kirsty to let us know if you are or are not attending the GC Meetings.**

2. Acceptance of Previous Minutes

- 2.1. Accepted by **Ralf**, seconded by **Hilary**.

3. Business Arising from Previous Minutes

- 3.1. **Re-worded Homework Policy – Sophie**
 - David explained as the 'Homework Policy has been reworded as a 'Guideline' it does not require ratification from the Governing Council, but reiterated the importance of the governing councils input in the process.
 - Reinforcing as a guideline rather than a policy – **As a guide students may spend the following time on homework on most nights.**
 - We are not insisting for students that it is an expectation, it is a time guideline for each year levels.
 - Parent communication with the school if their child is struggling is really important.
 - Reinforces students, families & teachers working together on the needs of individual students.
 - Around exam times – for example (next week, week 7 – Year 11 exams) students may be expected to do more homework than usual to prepare for major exams / assignments both in year 11 & 12.
 - Timelines for exams are always advertised well in advance to parents and students via DayMap, Parent/Student/Teacher correspondence & Newsletters.
 - **Brad** – Would like teachers to not enforce immediate timelines, to allow students to schedule their homework around their personal commitments outside of school.
 - If a teacher sets an hour worth of homework and its due the following day, is a bit unrealistic. Giving a couple of days to complete these tasks would be more appropriate.
 - **Sophie** – All the leaders & learning area coordinators have been emailed so they have a clear understanding of the changes so they can take back to their learning area meetings and unpack the information to the teachers, what it means for each learning area, effective homework not just busy homework & appropriate timelines.
 - It also gives students a voice and the confidence to approach their teachers to discuss their homework and negotiate timelines with them around their private commitments.
 - This on the agenda for the student voice for Wednesday 14th June.
- 3.2. **Fundraising Committee Proposal – Ralf & Samantha**
 - Working together with student voice
 - Invitation published in the Newsletter for parents / caregivers – to attend
 - **We would like to introduce to our families of Underdale High School, the new parent /caregiver fundraising committee. This committee is open for all parents and caregivers of Underdale High School students to join. This group, together, will develop ideas on how we can generate funds to improve the facilities for our children's education. Our school is about to undergo renovations with the STEM project; as parents, we would like to 'add value' to this development by building a new outside meeting space associated with the renovations. We plan to meet on the first Monday of each month, starting on the 5th of June, 3rd of July, 7th of August and the 4th of September, 6:30pm at school. This is an opportunity to meet other engaged parents and to support your child's education. We really need your support! So please come along and bring your ideas. We would love you to be involved!**

2017 Governing Council Members Attendance ✓ X
Chair – Cheryl Yeend ✓
Deputy Chair – Brad Gould ✓
Secretary – Natalie Brook (Uniform) ✓
Treasurer – Doug Smith (Finance & Facilities) X
Parent – Mata Panagiotidis ✓
Parent – Paula Tresintsis X
Parent – Jennifer O'Shea X
Parent – Geoff Sorrell ✓
Parent – Hilary Disley (Uniform) ✓
Parent – Helen Carroll-Welsh ✓
Parent – Ralf Matters (Facilities) ✓
Parent – Sybilla Keyes X
Parent – Samantha Corns ✓
Principal – David Harris ✓
Staff – Sue Wilson (Finance & Facilities) ✓
Staff – Kirsty Ayris (Minutes) ✓
Staff – Sophie Pyromallis (Uniform) ✓
Staff – Deb Daniel (Student Voice) ✓
Student Voice Rep – Apology unavailable X
Guest – Paul Davies – HPE Coordinator ✓
Guest – Ash Brook – Maths Coordinator ✓
Guest – Zoi Papafilopoulos on behalf of Tom Koutsantonis X
Guest – Lisa & Rodel- Special Olympics Committee ✓

- Will bring information back to GC after meetings with parents.
- Monday 3rd July – 1st meeting at 6pm.
- **David** – explained that UHS is a part of a partnership that includes other local schools.
- Within this partnership in a community involvement group made up of each schools governing councillors.
- At the moment, the only schools involved are primary schools.

****David will email to ask why our GC hasn't been invited to be involved.**

- As the initial idea was 'community involvement' it would be good if UHS GC have a rep attend these meetings.

****David will find the initial email and send out to all GC members.**

- Would like GC representative from UHS to attend these meetings.

3.3. **Volunteering – Ideas for Special Olympics – Samantha**

- Samantha introduced – Lisa & Rodet from the Special Olympics Committee
- **Lisa** – South Australian Sports Development Manager for the Special Olympics.
- Special Olympics – sporting organisation for people with intellectual disabilities.
- Offer sporting pathways, training & competitions.
- Last 2 years – main focus – schools program, developing skill sessions within schools, promoting a large focus on inclusion.
- Year 10,11 & 12 mainstream students from 2 Mainstream colleges in Adelaide work alongside students with an intellectual disability to deliver this program.
- When the program started the students had reservations on being involved in the program, they had never worked with people with complex disabilities, so they were nervous, they didn't know what to expect.
- They now have a waiting list for students that want to be involved in supporting the students and the program.
- The mainstream student's involvement has meant the program has grown quite significantly.
- Students now run events, such as; the swimming carnivals and soccer carnivals.
- Students are actively involved in the program; they get in the water with the competitors, they coach, umpire and are also competitor's buddies.
- Egor (member of the SOC) comes out and teaches the coaching skills program as a part of the schools HPE curriculum.
- There are online tools to help support coaching skills.
- Some schools offer as a part of curriculum as an online course.
- **Special Olympic Games** – 16th – 20th April 2018 – 11 sports hosted all over Adelaide. Majority in Adelaide shores area.
- UHS to provide support roles for the games.
- **Local, corporate and school fundraising** – gold coin, Bunnings sausage sizzle...
- Athlete leaders can come and speak to school @ assembly or leaders group. Explain intellectual disabilities...

****Paul Davies to contact Lisa and Egor to develop volunteer program for the school.**

3.4. **Zoi Papafilopoulos on behalf of Tom Koutsantonis** – Funding – what is available to the school. – **David has Correspondence to share from Zoi.** Email correspondence below.

- Good morning David and Kirsty
Unfortunately, I will be an apology for tonight's meeting.
Further to my previous e-mail, Minister Close's office advised me that there is currently no funding available for schools who will not benefit under the school pride maintenance funding program. However, they did tell me to keep a look out for budget announcements which will be made next Thursday, 22nd June, for funding which will be allocated to schools for minor maintenance. They also told me to advise you to keep the department up to date on required works.
I am not sure if this is helpful but please let me know if you'd like me follow anything up. I will be overseas until 18th August, but will hopefully see you soon after! I will still have access to e-mails but if the matter is urgent, you can e-mail Betty at westtorrens@parliament.sa.gov.au.
Kind regards
Zoi

Hi David

I hope you are well! I have looked into funding which may be available to assist with flooring and painting for the school and am just waiting for some confirmation.

The Department has identified a list of schools requiring replacement of paving and courts, flooring and painting under the department's asset maintenance system, and 110 SA schools will benefit under the \$13M School Pride Maintenance Funding.

Unfortunately, Underdale High is not included as schools that have had major maintenance work, major redevelopment; capital works of STEM works are not eligible.
I have contacted Minister Close's office, and am trying to ascertain if any other funding may be available.
Hoping to have some news by next week's meeting!
I will be in contact!
Zoi

4. Correspondence – Secretary

- 4.1. – **Natalie Brook**
– Nil.

5. Reports:

- 5.1. **Student Voice** – Deb Daniel.

- **We meet:** twice a term; **Term 2** – weeks 3 & 7, **Term 3** – weeks 6 & 9 and **Term 4** – weeks 2 & 5.
- **Next meeting:** Wednesday 14th June (tomorrow).
- **Term 2 Fundraising:** will be a “Non – Uniform Day” with no theme this time.
 - Gold coin donation in week 9 or 10 of this term.
 - Day and date to be decided at tomorrow's meeting (money towards student facilities).
- **UHS Got Talent** will run again this year during Term 3 – with finals.
 - Students **and staff** are invited to enter.
 - A committee will be formed tomorrow.
- **During this Wednesday's SVC meeting we are:**
 - Seeking student feedback and sharing with the appropriate committees/ teams.
 - Prioritising student facility items in saving and purchasing.
 - Homework Policy – feedback & discussion tomorrow.
 - Looking at volunteers to join the parent fundraising committee
- **A SVC microwave committee are currently drafting a proposal for:**
 - A student facility in the new STEM area including having a microwave for heating food.
 - Having a microwave during the interim plan e.g. where, supervision meeting WHS issues etc

5.2. **Uniform – Sophie**

- Bomber jacket available in 3 weeks' time - \$60.
- New Uniform Shop times – 1 day a week. ■
- New location – Room 54. Devon will be refurbishing this room.

5.3. **Treasurer / Finance – Sue & Doug – Report from Sue**

- Table GC report for May
- Building fund

Table:

- Governing Council Report for May
- Balance Sheet
- Profit and Loss Statement

Recommendations:

- That the school put on the Finance statements to include the option for parents/caregivers to make donations to the schools building fund. Instructions to be put into the newsletter and on the Website page.
- That the old out of contract Ricoh photocopier in the Resource Centre be replaced with a new Konica Minolta, 24 monthly payments with much cheaper copy costs.
- That the Governing council approve for **\$10,236.50** to be written off in bad debts, letter from Principal to Governing Council.
- **David** – the fewer photocopiers in the school the better!
- **Motion recommended by:** David Harriss (Principal), **Seconded by:** Mata Panagiotidis – all in favour – **Approved ✓**
- **Samantha** – expressed concern with the direct debit form only having 4 payment options, asked if there could be more options as having more than one child in school makes it hard to meet repayments for large amounts... could payments be spread over the entire year?
- **Sue** – Explained that you can set up payment plans with Michelle...
- To investigate other options for direct debits... possibly advertising longer payment plans...
- **Move to approve to write off debts.** – all in favour – **Approved ✓**

* **Profit & Loss / Ledger & budget documents attached to end of minutes.**

5.4. **Facilities – Sue & Ralf – Report from Sue**

- Brief meeting today
- Joel from SV – gave \$500 toward student facilities
- 10 tables bought.
- Repair soccer goals to meet **code change requirements** – \$1500 +gst
- Looking at getting quotes to repair tennis courts.

6. **Principals Report – David**

6.1. **STEM Update**

- Nil.

7. **General Business:**

7.1.

- Nil.

8. **Any Other Business:**

8.1.

- **Discussion regarding a private incident at school.**
- **Samantha** – raised a concern regarding communication from school in regards to a private incident.
- **David** – explained that all parents of students that were involved were contacted via an email through DayMap.

****David to follow up whether email sent.**

******Follow up – confirmed – email was definitely sent to parents concerned regarding this matter.**

8.2. **Think you Know**

- Senior Constable – Kerry Foster Sturt Crime Prevention Unit
- www.carlyryanfoundation.com.au

Meeting Closed: 8:35pm

Next Meeting: Tuesday 13th June at 6:00pm.

NEXT MEETING AGENDA

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