



2022 Working Group Meeting Term 4 Roebourne District High School

DATE:	9/11/2022	CHAIR PERSON:	<i>Natasha Walker</i>
TIME:		MINUTE SECRETARY:	<i>MCS: Suzanne Evans</i>

ATTENDEES: STAFF	Leanne Fyfe, Arty Dimitrov, Faridah Baharuddin, Liz Ritchie and Suzanne Evans
COMMUNITY/PARENTS/GUARDIAN	Tash Walker and Matt Hewitson
APOLOGIES:	<i>Kim, Ross Humphries and Susan Grylls</i>

ITEM REF	ITEM	LED BY	DISCUSSION / PROGRESS REPORT	ACTION & TIMELINE
1.	Welcome Acknowledgement to Country	Chairperson	<i>Natasha Walker</i>	
2.	Business from Previous Meeting	Chairperson		
3.	Presentation of: <ul style="list-style-type: none"> • Contribution and Charges • Funding Agreement • Annual Budget 	Chairperson and Liz	<p><i>Approval of Contribution and Charges requested to parents and carers for student enrolments</i></p> <p><i>C&C shared with those attending. C&C attached. Liz advised we need to add stationery lists to both Primary and Secondary. Tash commented that the costs are very reasonable. Liz advised that the school is keeping costs affordable for our school community. Suzanne advised; new items have been added this year to cover cost of fuel for transport to Athletic carnivals and overnight camps. Other costs added are, diaries for secondary students, yearbook, student stationery, graduation</i></p>	<p><i>Unfortunately, due to no parent representatives and only two community members we are unable to hold a quorum.</i></p> <p><i>This item will need to be rescheduled to be approved with more parents/community's involvement. Suzanne asked Matt if he was happy with this information and his attendance will not be required, Matt replied yes. Suzanne will discuss with Tash to organise a date to call on more community members.</i></p>

			<p><i>dinners for year 6 and senior students including leavers shirts.</i></p> <p><i>2022 Funding Agreement to be endorsed by the Chairperson.</i></p> <p><i>Funding Agreement outlines the accountability expectations of the principal to managing the funds for the school through the student-centred funding model. Resources which include, staff time, expertise, funding, facilities and materials. All resources are applied to the individual needs of the students. No chairperson nominated at the beginning of the year to endorse the agreement.</i></p> <p><i>Annual Budget to be discussed</i></p> <p><i>2023 Preliminary budget for projected enrolments of 116 students Preliminary Baseline \$3,053,112</i></p> <p><i>Current enrolments for 2022 – 140. Funding received for each year group is funded. The difference in students enrolling in different years can make a difference to the funding.</i></p>	<p><i>Tash now nominated and asked to sign 2022 Funding Agreement. Attached to minutes.</i></p> <p><i>Annual Budget already discussed in previous meetings for 2022.</i></p> <p><i>Liz spoke about keeping the projected number low, so we have a realistic budget to plan staff and resources. The school has had a lot of section 24.</i></p> <p><i>Liz discussed the targeted initiative of \$100,000 received late this year for District high school, we may receive again in 2023.</i></p>
4.	Statement of Expectation	Principal	<p><i>Principal and Chairperson to sign the Statement of Expectation.</i></p>	<p><i>Liz advised this is an audit requirement that must be signed at the start of a new Principal. Tash will sign document and Liz to email to the DOE.</i></p>

5.	Aboriginal Language Program		<i>Liz advised the council the school has had Aboriginal language for many years. We now need to have an advisory group who give expertise of the correct grammar and spelling of words and the language are appropriate to the country/area and the responsibility of recruiting a language teacher.</i>	<i>Tash advised to go to the groups. Write as a council Yindjibarndi and Ngarluma</i>
6.	End of Year Concert & graduation		<i>Year 12 Graduation at the Nurrin centre. Two-year 12 graduating. Tash and Liz talked about creating a special event for the students and their families to acknowledge the work the students have done. Josh (teacher) has worked hard to get the students to complete all their work and submit to graduate under the Big Picture program.</i>	<i>Nurrin centre has been booked as per discussion with Liz and Tash to use community facilities.</i>
7.	Attendance & conflicts in community		<i>The school has held several meetings with the Regional Director regarding all efforts to build the attendance of students.</i>	<i>Liz advised will discuss this further in next meetings.</i>
8.	General Business		<ol style="list-style-type: none"> 1. <i>Build update – Has now gone to tender.</i> 2. <i>2023 School Development days – mandated dates 30&31 January and 15 December.</i> 	<p><i>Build team has been requested to organise the old buildings ready for cyclone season. Suzanne advised she had a conversation with Finn, who advised Lenore requested photos of the old high-rise buildings to see what work was required to make cyclone ready.</i></p> <p><i>Liz advised, the three flexible days to be scheduled will be discussed with the Karratha network so all schools are the same. Trade-off for the 15 Dec is used by providing development in staff meetings during the year.</i></p>

NEXT MEETING:	Term 1 2023	MEETING CLOSED:	4:01pm	SIGNED:		2/12/2022
					CHAIRPERSON	DATE