



Term 2 Week 3

Governing Council Minutes/Agenda

(These minutes become the agenda for the next meeting plus additional items.)

Tuesday Week 3 – 11/05/2021

David Harriss – Principal
Susan Mlaco – Business Manager/Finance Committee
Nicole Musci - Minutes
Sophie Pyromallis – Uniform Committee
Lauren De Bono – Student Voice
Zoi Papafilopoulos – Community Member
Megan Harris – Community Member
Judy Master - Community Member
Sarah (Chan Yee Lai) – SAASSO Representative

Ross Boucher	Chairperson / Facilities
Puja Uppal	Deputy Chair / Parent
Samantha Corns	Treasurer / Parent
Mark Zigoronikos	Secretary / Parent
Julie Busutill	Uniform / Parent
Sally Bagnato	Parent
Helen Carroll-Welsh	Parent
Shazia Choudhry	Parent
Tammy Markou	Parent
Janet O'Sullivan	Parent
Mata Panagiotidis	Parent
Ferial Shabibi	Parent
Chloe Venning	Student Voice Rep
Arshdeep Ishar	Student Voice Rep

We would like to acknowledge that the land we meet on today is the traditional lands for the Kurna people and that we respect their spiritual relationship with their Country. We also acknowledge the Kurna people as the traditional custodians of the Adelaide region and that their cultural and heritage beliefs are still as important to the living Kurna people today.

Minute No	Minute	Action
1	Welcome & Apologies	RB
1.8.1	Apologies: Sally, Chloe, Cornel	RB
1.8.2	Welcome:	RB
2	Minutes Approved	
2.8.1	Moved: Samantha Seconded: Sarah Passed/Adjustment made	SM
2.8.2	Adjustment(s)	SM
3	Business Arising from previous Minutes	
3.8.1	Governing Council attendance at School Open night was a huge success. Received great positive feedback from visitors to the school. Thank you to the Governing Council Members who attended.	DH
		DH
4	Correspondence	
4.8.1	Report from Mark – No report	Mark
4.8.2	SAASSO report from Sarah - No report	Sarah
5	Reports	
5.8.1	Student Voice Report STUDENT VOICE MEETING - 07/05/21 - As a group majority decided that we will use our student facilities budget to fix / replace the water fountain in the gym - Concerns raised about School lockers, PE uniform rules - Subcommittee made of student voice members for environment and sustainability matters, they're planning ways to improve the school - Started brainstorming and communicating ideas on how to reduce the amount of rubbish around the school, and whether as students we have noticed an increase in the amount of rubbish that is left on the grounds and not in bins provided	
5.8.2	Uniform Report	JB
	Uniform Report Governing Council 11 May 2021 See attached report for outstanding orders. <ul style="list-style-type: none"> very few outstanding orders, C majority are for black shorts and because Devon supply 2 schools, we can not clarify which school this relates to Stock is due in June relate to. Decline in sales across: <ul style="list-style-type: none"> Maroon Woollen Jumpers dropped to 11 over 12 months. 	

- Long Sleeved Boys shirt dropped to only 3 over 12 months.
- At this stage, we can still supply without issue as we also use the same for another school which keeps the ordering quantity manageable.

There was good interest in the new styles of pants and shorts, again, this item is sold to another school so it is difficult to say where they are more popular.

Orders planned for November, these are in preparation for Uniform Fittings for new students for 2022.

As a side note, industry wide, Devon continue to face challenges with Offshore supply. This impacts not only finished products, but raw products utilised by Australian Contractors. It is expected that this will continue for some time, at least until the end of this year if not, into next year.

Devon is currently producing as much as possible in Australia to lessen the impact of delayed arrivals from Offshore however the increased demand for Australian Made product has placed exceptional pressure on Australian contractors and they are beginning to face challenges in keeping up supply with demand.

Air Freight, which we once used regularly to ship goods from Offshore in a shorter time period, has become so expensive we can now only use it in extreme circumstances.

Due to all of the challenges and in preparation for Year 7 students beginning High School in 2022, Devon have placed large annual orders earlier than ever before. Fabric production is already underway and have been working with the Underdale to understand enrolment figures.

We are also currently reviewing our Online Ordering process, please see the table below which details the increase we have seen with Online Ordering over the past 3 years. This is seen across all schools and was due to being the only option during the Pandemic however the quantities continue to increase as people become more comfortable with the process.

ONLINE ORDERS

JAN - MAY	
2021	73
2020	33
2019	17

Discussed concerns raised with one of Governing Council members by a member of the School community regarding some students wearing fishnet stockings and coloured hair to School. Sophie referred to the School Uniform policy which states that fishnet stockings are not part of our school uniform. Students are able to have any hair colour of their choice as long as it aligns with WHS.

5.8.3 Finance Report – Presented by Susan Mlaco

SM

The following reports for the month ending March 2021 were tabled and discussed:

- EDSAS Governing Council Report
- Profit and Loss statement
- Balance sheet

The unfavourable variance of \$215,265.61 is mainly attributable to the FFE for the building project. We have spent \$222,129 of School funds that has not been reimbursed by DfE. We are waiting on payment of \$500,000.

This week the school had their financial audit for 2020. There were NIL findings for the third year in a row.

5.8.4 Facilities Report - No report

SM

6 Principals Report

DH

6.8.1 Site Improvement Plan –

Goal: Increase student progress and achievement in **Reading**.

- Books from students from a range of English classes in a range of year levels show word games and vocabulary activities being completed. Evidence of Tier 2 and 3 words on assignment sheets being used by students in summative pieces.

- Students engage with a range of text types; written, visual and audible. Students use subject specific vocabulary successfully in context as demonstrated in assessment and the LEAP activity
- Students are familiar with common vocab tasks and understand the link between an extensive vocabulary and educational success. Students excited to learn new vocabulary as different strategies used, including a variety of ‘word games’
- Students will engage more deeply with the tier 2-3 words and reading will become a norm in the classroom. This will increase students reading comprehension and their ability to write.
- Students LAEP Levels tasks are showing greater use of appropriate vocabulary

Goal: Increase student progress and achievement in **Mathematics**.

- All middle school classes beginning with common assessment task for first topic, including 10/10A task to assess student suitability for the advanced program
- Process to continue to embed a range of observations focussed on SIP goals shared with leaders: All staff Peer to peer in small PLT teams – each term; Line manager observations – each semester; Executive learning walks – each week.

Goal: Increase student progress and achievement in **Subject Grades**.

- Students are able to identify and select relevant concepts to match rubric expectations. This is shown through improved drafts and final copies across both Year 12 classes.
- Students demonstrate success in their learning as their task sheets clearly identify what they need to do to achieve at a high level. During learning walks, I have observed students from a range of classes and year levels using these rubrics to self-edit and guide them in their responses.
- Positive stories emerging from the analysis of data, then using these as best practice models to inform teaching and continue with the upward progress trend of our students.

6.8.2 **Principal Panel/Selection Process**

Sue George-Duif (our Education Director) will be running the panel for the Principal appointment for the next 5 years. This will be put in process to occur probably early Term 3. Part of the process is to glean the ideas and wishes from Governing Council of what they want in their Principal going forward. This will likely occur as a part of our Week 8 meeting. Generally, the Governing Council Chair is part of the selection panel, which also comprises a school representative (generally the school’s AEU representative), a “Peer” principal and Sue as the Chair

6.8.3 **Building Works** – Progressing well ahead of schedule – still on target to finish 2 months ahead of original schedule. Next major build is after NAPLAN when Resilience corridor refurbishment will commence.

6.8.4 Parents issues with accessing Daymap login errors and Daymap being ‘down’ etc. Referred to contact IT to help resolve any issues. Hopefully if all things go well in 2022 we will offer Parents a Daymap Information evening to help troubleshoot and answer questions. Students having issues submitting work on Daymap before the due date. Referred Students to speak to their homegroup teachers with any issues submitting work. Turn it in allows students to submit drafts of their work before submitting.

6.8.5 School Leadership structure plan put in place by the time 2024 is here we have a Leadership team structured to cater for the needs of the School in 2024. We need to protect what we are as a School. We are capped at 850 Students.

7 **AOB**

7.8.1 Teacher that has been arrested. Court case is in June. What happens after this will be decided after the court date. The Student/victim is not a current member of Underdale High School teaching staff. Students have been able to identify who the teacher is – School is unable to comment on this any further. Underdale High School is determined on ensuring all Students can keep focus at school on their work. Governing Council members need to ensure any gossip stops with us. Our wellbeing team met in the holidays to ensure we had processes in place to keep a watchful eye monitoring any changed student behaviours and spent a considerable amount of time on our focus looking after our school community – staff and students.

7.8.2 History Curriculum – Mary Mackillop museum has recently opened. Suggested Sam discuss this with the new HASS leader if Underdale High School would attend.

Next Meeting **Tuesday 15th June 2021 6:00pm**
Closed **7:30 pm**