



Term 1 Week 4

Governing Council Minutes/Agenda

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

Tuesday Week 4 20th February 2024

Mary-Lou Michael – Principal
Louise Spencer – Business Manager/Finance Committee
Nicole Musci - Minutes
Maya Williams – Uniform Committee
Lauren De Bono – Student Voice Teacher
Zoi Papafilopoulos – Community Member
Vacant– Community Member
- Community Member
– SAASSO Representative

Judy Masters	Chairperson / Facilities
Helen Politis	Deputy Chair / Parent
Gorica Gigovic	Treasurer / Parent
Julie Busuttil	Secretary / Parent
	Uniform / Parent
Ferial Shabibi	Parent
Matthew Wilson	Parent
Cameron Marlowe	Parent
Lara Wilson	Student Voice Rep
Anastasia Simic	Student Voice Rep
Blake Jeffs	Student Voice Rep
Emma Laundry	Student Voice Rep
Emiliee Cotroneo	Secretary

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	JM
1.1	Apologies: Ferial, Zoi Welcome: Cameron and Betty	JM
2	Minutes Approved	
2.1	Moved: Matt Seconded: Jules Passed/Adjustment made	
2.2	Adjustment(s)	
3.1	Items to Discuss	
	Quiz night Concerned with families lack of involvement. Suggested to have direct conversations with Josh/Craig/Gail. Put suggestions of dates to families to see what generates the most interest. W8 Friday 20 th June OR W9 Thursday (27 th June) OR T3 W1 26 th July. Judy will send email to staff leading out on Quiz night	
	Uniform requirements general Uniform committee to include student representatives. How long are we signed up for? Why are they not open on Saturdays?	
	Japanese International Tour	
4	Correspondence	
4.1	SAASSO report NIL report	Julie
5	Reports	

5.1 Student Voice Report

LDB/Lara

Attendee: Lara Wilson

- We had our first whole school assembly this week and celebrated our 2023 academic achievements. We had our 2023 Dux, Prajwal come in and speak to the school. We also acknowledged our 2024 student leadership team.
- Student leadership day at the beginning of the year and have our presentation ceremony coming this Friday, where families have been invited to attend and celebrate their student's achievement.
- Student voice are working on getting their action teams running and connecting in with relevant staff members to support their team. Action teams in school facilities, promotions, uniform, fundraising and events, learning hub, environment and wellbeing.
- Learning area prefects have begun connecting in with their learning area leader and are looking forward to starting to run clubs, events and start learning walks throughout the year.
- House Captains have been busy supporting sports day planning and looking forward to sports day Monday of week 5.

5.2 Governing Council Chair Report

JM

Governing Council Chair report Tuesday 20th February 2024

Welcome back to all and thank you for volunteering your time this year! I am hoping that this year we can see some amazing things come out of a strong Governing Council and Parents and Friends group.

A few things to discuss this year first will be that we will be required to get Working with Children clearances this year so please see myself or Nicole if you require this to be done.

We have an exciting year ahead with tons of positive change on the way. We are excited to see a strong Executive team this year and look forward to seeing the growth that they achieve.

Parents and Friends group is requiring more support this year! A huge thank you to Julie for all her work at the recent family bbq. She stepped up big time and I am very grateful. Parents and Friends needs to step it up this year and I am hoping that as our Governing Council you are able to recruit a few more members. Also thank you to Helen who came along to help at the Picnic.

We need to put together a plan alongside the school for the quiz night so please do not hesitate to contact me if you are able to help there in any way.

I will remind you all at this point that being part of a Governing Council is a commitment so please ensure that you are at meetings and responding to emails as I send them out and the school. Also a reminder that Governing Council is not a place to bear your personal issues with the school. This is an environment where we assist the school with Governance. If you have an issue with your child please handle that like any other parent would and speak to the school separately.

I look forward to a great year and as always I am available if anyone wants to discuss anything.

Judy Masters

Chair

Underdale High School

5.3 Finance Report – Presented by Louise Spencer/Gorica Gigovic

LS

At the Governing Council meeting in Week 4 the budget vs actuals analysis which provides full detail will be tabled.

Good evening, my name is Louise, I am the new Business Manager at Underdale High School I commenced in the role just over two weeks ago and would like to provide a brief summary of the 2023 Budget v's Actual.

As an overview,

The school budgeted for **revenue** of \$9,661,094.14 million and received \$10,260,423.84 million. (This is \$599,329.70 more than expected.

This was due to a range of reasons such as:

- Non budgeted International students revenue

- TRT reimbursement revenue not included in the final budgeted
- And more than expected facilities hire revenue

The school budgeted for **expenditure** of \$10,146,819.06 million and spent \$10,027,429.01 million. This is \$119,390.05 less than the approved budget.

This was due to a range of reasons such as:

- Minor equipment in Info Tech and Facilities considerably under spent as was Facilities repairs & Maintenance.
- And a few EMS non budgeted account codes incorrectly used for the sites copying expenses. (This is to be expected as we navigate a new system)

I would like to thank Maria Tedesco for doing an incredible job coming into the site and picking up and maintaining the school's finances partway through 2023 during a challenging year of change. This was also mentioned to me today by the DfE financial support team.

The 2024 Budget is nearly finalised and ready to be presented for approval at Governing Council in Week 4.

Cancelling cheques from 034403 onwards

Moved: Judy Seconded: Julie Passed/Adjustment made

Authority form ED140 – new ANZ SASIF

Moved: Julie Seconded: Judy Passed/Adjustment made

Financial Delegation for 2024

Moved: Matt Seconded: Helen Passed/Adjustment made

5.4	Uniform Devon Uniform Story Board	Julie/MLM
5.5	Facilities Report Gutters being cleaned Create more of a budget for maintenance Air conditioning needs repair/replacement Waiting on tree audit Discussions with PE staff on how to improve our oval and spaces	LS
5.6	Parents Affiliated Committee Send pamphlets to families to gain interest from new families to join	JM
6	Principals Report	MLM
6.1	It has been an exciting and very successful start to the year here at Underdale High School and a highlight to have our local Minister Tom Koutsantonis visit and hear our students share their learning with him. The Minister took the opportunity to meet students and staff and hear about the many programs we have and share the many things our school offers.	

I am always inspired by the hard work of our staff to support numerous events and activities over and above the core business of teaching and learning. Our celebration assembly for the whole school assembly was held this week and gave us the opportunity to share the fantastic SACE results for 2023. Our students leaders ran this event, and presented strongly to the cohort, having built a number of focus committees.

We have transitioned 50 new international students and welcomed our year 7 students and their families. Our Acquaintance night and family picnic were also positive opportunities for parents to connect and meet other families. We are currently preparing for Sports Day and will host the second Flinders University Western Road Show, here at Underdale High School in the last week of term.

We have had a positive start to the year as a staff, with teachers preparing for classes and having extra preparation time during Week 0. In 2024 we will further develop our connection with Youth Opportunities, they are an organisation that support young people to thrive by providing them with a range of strategies that can help them overcome challenges felt by many young people today. Youth Opportunities will also be providing some professional development to staff. Our Speech Pathologist has begun professional development with staff and is working closely with a team of teachers across our

year 10 cohort. As a school we are developing knowledge around the teaching and learning cycle for literacy, which we will spend our first professional learning day doing. As a staff we have already started exploring Wave 1,2,3 words and what this looks like during the teaching of various subjects. We continue to commit to a whole school approach to literacy improvement as we can certainly see the evidence in our results from this commitment.

In 2024 we will continue democratising our practices and wish to invite parents and students to our Action teams. These teams meet monthly on a Monday morning. Each one of these groups is a decision making group, based on an area staff have selected as an important area for growth. We are keen to offer 1-2 spots on each group for parents and students this year.

Positive Behaviours	LGTBQIA	School Events	Reconciliation	Culture / Climate
Career Ed / Pathways	Innovative Technologies	Inclusive Education	P & C Engagement	Celebrating UHS Cultures

In 2024 we will invite a group of parents each term to share their thoughts ideas and hopes for our school at an informal morning tea. Governing Council will be welcome at this event. We know increasing engagement of families helps to engage students.

7

AOB

School Bus – looking at buying a school bus -

Next Meeting Tuesday 19th March 2024

Close