

UNLOCK YOUR SCHOOL'S FUTURE



Minutes of Meeting No 13

March 30th, WACOA- Morawa Board Room 4.00pm

ATTENDEES: Jim Cook, Dean Carslake (Principal), Jim Milloy , Maryanne Milloy-Rakich, Bronwyn Thornton, Grant Woodhams, Darren Hughes, Jenny Thomas, Marg Lindsay, Geoff Moyle, Julie Burr, Amanda Guant, Arran Teakle, Tiarna Kanny, Andrew Denham, Rod Desmond

1.0	Welcome, Apologies and Business	ACTIONS
1.1	<p>Meeting opened at 4.00pm</p> <ul style="list-style-type: none"> <input type="checkbox"/> Jim Cook stepped aside as Chairperson <input type="checkbox"/> Dean Carslake welcomed everyone to the meeting <input type="checkbox"/> Thank you to Jim Cook and Peter Browne (former Vice Chairperson) for their quality of leadership <input type="checkbox"/> Dean Carslake tabled the two nominations for the vacant positions <p><i>Rod Desmond endorsed Jim Cooks nomination as IPS Board Chairperson. Carried. Jim Cook appointed as Chairperson.</i></p> <p><i>Grant Woodhams endorsed Jenny Thomas's nomination as Vice Chairperson for the IPS Board. Jenny Thomas appointed as Vice Chairperson.</i></p>	<p>Nomination for Chairperson tabled</p> <p>Nomination for Vice Chairperson tabled</p>
1.2	<p>Jim Cook</p> <ul style="list-style-type: none"> <input type="checkbox"/> Welcomed everyone to the meeting <input type="checkbox"/> Welcomed the College Captains to the meeting <input type="checkbox"/> Welcome Geoff Moyle to the Meeting 	
1.3	<p>Apologies:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Tania Lawson <input type="checkbox"/> Rella Seinor 	
1.4	<p>Confirmation of Agenda</p> <p><i>Grant Woodhams moved, the agenda for meeting 13 be accepted. Seconded Dean Carslake, Carried.</i></p>	Agenda confirmed
2.0	Disclosure of Interest	
2.1	<p>Conflict of Interest.</p> <p><i>Grant Woodhams advised he is on the Board for Geraldton Residential College and if discussions regarding Country Hostels is raised he would leave the room if necessary.</i></p>	Conflict of interest declared by Grant Woodhams
3.0	Minutes of Previous Meeting	
3.1	<p><i>Jim Milloy moved the minutes of the 4th meeting of 2015 be approved, seconded Dean Carslake. Carried.</i></p>	Previous minutes confirmed

3.2	<p>Business Arising from the previous meeting</p> <ul style="list-style-type: none"> <input type="checkbox"/> Review Minutes of previous meeting. <input type="checkbox"/> CCTV signs purchased and erected around the farm and administration <input type="checkbox"/> Residential Campus signs will be erected soon <input type="checkbox"/> Nominations were received and process for vacant positions <input type="checkbox"/> Jim Milloy had been unable to get hold of or meet with Greg Payne, owner of Badga Station <input type="checkbox"/> Dean Carslake had made contact with Greg Payne (30th March) and commenced discussions regarding an MOU 	
4.0 General Business		
4.1	<p>College Captains presentation</p> <p>Jim Cook</p> <ul style="list-style-type: none"> <input type="checkbox"/> Welcome to College Captains (Arran Teakle and Tiarna Kanny) <input type="checkbox"/> Board enjoy the Perspective of the student body <p>Topics covered:-</p> <ul style="list-style-type: none"> <input type="checkbox"/> Year 10 mentoring program <input type="checkbox"/> Year 12 car shed <input type="checkbox"/> Girls in Agriculture Book <input type="checkbox"/> Harvey Ag Carnival <input type="checkbox"/> Proposed fundraising <input type="checkbox"/> Leavers jumpers <input type="checkbox"/> Shearing singlet's <input type="checkbox"/> Horses <input type="checkbox"/> College ball <input type="checkbox"/> GRIP Leadership <p>Dean Carslake would like the College Captains to stay for the entire meeting future. College captains left the meeting.</p>	<p>College Captains presented a power point presentation</p> <p>IPS Assistant to liaise with Principal and College Captains about attending the full Board meeting in the future.</p> <p>Students photo books tabled</p> <p>Shearers singlet tabled</p>
4.2	<p>Included the Summary of the IPS Review in 2015 and the Executive Summary for new Board Members</p> <p>Director of Education Documents 2016</p> <ul style="list-style-type: none"> <input type="checkbox"/> High Performance – High Care <input type="checkbox"/> Focus 2016 <input type="checkbox"/> Aboriginal Cultural Standards Framework <input type="checkbox"/> SCASA WASSA (WA Statement of Student) <p>Dean Carslake</p> <ul style="list-style-type: none"> <input type="checkbox"/> These documents provided strong governance and support <input type="checkbox"/> Aboriginal Cultural Standards Framework will assist in closing the gap <p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> There has been more Psych time allocated to all the Residential Colleges <p>Jenny Thomas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Enquired as to the WACoA – Morawa percentage of Aboriginal students <p>Dean Carslake</p> <ul style="list-style-type: none"> <input type="checkbox"/> In year 12 we only have 1 <input type="checkbox"/> In 2015 all three graduated <input type="checkbox"/> We had an Engagement program last year at Geoff Weddlock Innovation Park now working with the Morawa DHS 	<p>Documents:-</p> <p>High Performance – High Care</p> <p>Focus 2016</p> <p>Aboriginal Cultural Standards Framework</p> <p>SCASA WASSA (WA Statement of Student) tabled</p>

4.2 cont'd	<p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> Aboriginal students do well under the Ag College model <input type="checkbox"/> Numbers are small <input type="checkbox"/> 26 students over the five sites <p>Jenny Thomas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Queried how the WASSA can be used by a student? <input type="checkbox"/> Could it be used for TAFE enrolment? <p>Dean Carslake responded</p> <ul style="list-style-type: none"> <input type="checkbox"/> WASSA provides the right information for a TAFE enrolment <input type="checkbox"/> Even if students don't complete an entire certificate it will document the competencies completed 	
4.3	<p>Annual Report</p> <p>Dean Carslake</p> <ul style="list-style-type: none"> <input type="checkbox"/> Improvement required in Attendance <p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> Asked Dean to identify his priority areas <p>Dean Carslake responded</p> <ul style="list-style-type: none"> <input type="checkbox"/> Attendance and Literacy & Numeracy are our priority areas <input type="checkbox"/> Parent and staff surveys had good results <input type="checkbox"/> Farm had an exceptional result for a difficult growing season <p><i>Subject to editing, Grant Woodhams endorsed the Annual report. Seconded Julie Burr. Carried</i></p>	<p>Annual report tabled</p> <p>IPS Assistant will email a reader friendly version for any further comment</p>
4.4	<p>Draft Business Plan</p> <p>Dean Carslake</p> <ul style="list-style-type: none"> <input type="checkbox"/> Ag Advisory are investigating another cattle breed to replace the Gelbvieh with <input type="checkbox"/> Structured plan to replace will be drawn up 	<p>Business Plan tabled</p> <p>IPS Assistant will email a reader friendly version for any further comment</p>
4.5	<p>CCTV Policy</p> <p>General discussion regarding the length of records and proper viewing procedures.</p> <p><i>Julie Burr moved that the CCTV Policies be endorsed. Seconded Rod Desmond. Carried.</i></p>	<p>CCTV Policies tabled</p>
4.6	<p>Funding submission MWDC</p> <p>Item covered in Principals report.</p>	<p>Deferred till item 5.3</p>
5.0 Reports and Updates		
5.1	<p>IPS Report</p>	<p>IPS Report tabled</p>
5.2	<p>Finance</p> <p>Powerpoint display</p> <ul style="list-style-type: none"> <input type="checkbox"/> 2016 Finance & Budget Preparation <input type="checkbox"/> School budget <input type="checkbox"/> Residential Budget <input type="checkbox"/> Farm Budget <input type="checkbox"/> Salaries 	<p>Finance report tabled</p> <p>2016 budget tabled</p> <p>Powerpoint display tabled</p>

5.2	<p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> No change for funding in 2015 <input type="checkbox"/> Single allocation of \$200 million – grows on CPI <input type="checkbox"/> Formula based on enrollments <input type="checkbox"/> Have included all costs from Farm to kitchen <input type="checkbox"/> It costs \$1840 per year to feed a student <p>Manager of Corporate Services – Bronwyn Thornton</p> <ul style="list-style-type: none"> <input type="checkbox"/> Present 2016 Budget <input type="checkbox"/> We have to spend 96% of our budget on that years students <p>Bronwyn went through the Budget highlighting individual areas for discussion</p> <p>Jenny Thomas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Queried payments to Yarra Catchment Group <p>Bronwyn Thornton</p> <ul style="list-style-type: none"> <input type="checkbox"/> Will make adjustments to different groups membership fees, some no longer current <p><i>It was resolved that endorsement couldn't be given to the 2016 till board members had more time to research the document.</i></p>	<p>IPS Assistant will email out the budget and call for any queries to be directed to Bronwyn Thornton and then call for endorsement of the 2016 Budget by the end of term one</p>
5.3	<p>Principals Report (including farm and residential reports)</p> <ul style="list-style-type: none"> <input type="checkbox"/> Welcome to Amanda Guant (Deputy Principal) <input type="checkbox"/> Amanda will be filling in for Dean when he is away on long service leave <p>Darren Hughes</p> <ul style="list-style-type: none"> <input type="checkbox"/> Sort clarification on:- <input type="checkbox"/> the recruitment freeze and the contingency plan for the staffing shortage <input type="checkbox"/> Ten year plan <input type="checkbox"/> International students <p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> Harvey is the only College able to take international students <p>Grant Woodhams</p> <ul style="list-style-type: none"> <input type="checkbox"/> Queried if there is a formula we can apply to Morawa so we can take International students <p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> To clarify for new Board members that the 'trust' is not a trust, it is a budget <input type="checkbox"/> Some sites contribute to the costs of smaller sites <input type="checkbox"/> There is a gap in training outcomes 	<p>Principals report tabled</p> <p>Farm managers report tabled</p> <p>Residential Managers' report tabled</p>
6.0 Other Business		
6.1	Items not on the agenda can be raised for discussion	Nil items
6.2	<p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> Thank you for invite <input type="checkbox"/> Congratulations on the review outcomes <input type="checkbox"/> Testament to the good work at the College and Deans leadership <input type="checkbox"/> Congratulations to Jim Cook and Jenny Thomas on their appointments 	

<p>6.2 Cont'd</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Grain deposits down over the five Colleges <input type="checkbox"/> Training outcomes are outstanding <input type="checkbox"/> Record enrolments <input type="checkbox"/> ATAR – best ever results at Denmark, but a poor tail end <input type="checkbox"/> Substantial carry forward of \$5 million for the Colleges <input type="checkbox"/> 96% of the Colleges money must be spent on the school year <input type="checkbox"/> All the Colleges strategic planning:- <input type="checkbox"/> Land <input type="checkbox"/> Capital works <input type="checkbox"/> Residential <input type="checkbox"/> Will all be based around enrolments. It is a process, a worthwhile exercise that requires planning. <input type="checkbox"/> Need to fix the training gaps <input type="checkbox"/> Must offer a Certificate III <input type="checkbox"/> Opportunity for Certificate II in Wool handling <input type="checkbox"/> Develop more partnerships with TAFE <input type="checkbox"/> Need to develop a case for more enrolments <input type="checkbox"/> ATAR delivery important and the College has made an important start <input type="checkbox"/> Commend Deans leadership and vision <input type="checkbox"/> Paperwork is of a high standard <p>Jim Cook</p> <ul style="list-style-type: none"> <input type="checkbox"/> Thanked Geoff Moyle for his comments <input type="checkbox"/> College will follow all avenues for future progress <p>Bronwyn Thornton</p> <ul style="list-style-type: none"> <input type="checkbox"/> Queried Geoff on the complexities of carry over fund but still managing reserves. <p>Jenny Thomas</p> <ul style="list-style-type: none"> <input type="checkbox"/> Believes the College is a school of choice <input type="checkbox"/> Yuna Farm Improvement Group have a dynamic of 20 – 35 year olds that are excited by farming with its new technologies and livestock skills and MOWAG is showcased to this group <p>Dean Carslake</p> <ul style="list-style-type: none"> <input type="checkbox"/> Are trying to manage Certificate courses and are working hard on competencies <input type="checkbox"/> Also trying to manage the staff shortages which impacts on Certificate deliveries <input type="checkbox"/> Requests for exemption are at the Treasury level <p>Amanda Guant</p> <ul style="list-style-type: none"> <input type="checkbox"/> Students that are doing Certificate courses are also doing ATAR <input type="checkbox"/> Would be difficult to complete both Certificate III and ATAR <p>Grant Woodhams</p> <ul style="list-style-type: none"> <input type="checkbox"/> Can MOWAG staffing difficulties be relayed to the department? <input type="checkbox"/> Have we had feedback from Treasury? <input type="checkbox"/> The College has lost front line people but Treasury doesn't see that <p>Geoff Moyle</p> <ul style="list-style-type: none"> <input type="checkbox"/> This staffing issue is a problem across the board <input type="checkbox"/> We are all working hard to try and see it resolved <p>Jim Milloy</p> <ul style="list-style-type: none"> <input type="checkbox"/> Queried why staff had left? <p>General discussion</p>	
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7.0	Housekeeping	
	Code of Conduct	IPS Assistant to email the Code of Conduct again for Board members to familiarise themselves with the document and it will be signed at the next meeting.
8.0	Roundtable evaluation	
	Darren Hughes <ul style="list-style-type: none"> <input type="checkbox"/> There are strategic challenges <input type="checkbox"/> Would like to receive the meeting pack earlier particularly if there are items like the budget that need consideration or an endorsement 	IPS Assistant will endeavor to get all reports in from all departments, in a more timely manner and distribute to the Board.
9.0	Meeting Close/Adjournment/Next meeting	
	The meeting was closed by <i>Jim Cook</i> at 6.51pm <ul style="list-style-type: none"> <input type="checkbox"/> Next meeting June 15th <input type="checkbox"/> Thanks to Geoff Moyle for attending <input type="checkbox"/> Input and information much appreciated 	IPS Assistant will contact Board about numbers for the Board training in June

Signed (Chair)

Date