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**Kangaroo Island Community Education Governing Council**

**Meeting**: Tuesday 6th November 2018, Penneshaw Campus

**Present**: Maxine McSherry, Leanne Woods, Crystal Stewart, Eliza Cruse, Sara Hourez, Jenni Harris, Brad Henley, Lois Wilson, Hannah Buick, Steve Morgan, Sharon Viney-Obst, Emma-Jess Gray

**Apologies**: Darren Keenan

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| Ratification of previous minutes | The minutes from the previous meeting were circulated to all members. | Previous minutes accepted.  **Moved**: Lois Wilson **Seconded**: Brad Henley  All in favour. |
| **Business Arising** | | |
| Staff training and School Closure Dates 2019 | At this stage there is no committee for the Kangaroo Island Field Day, therefore it is unlikely that it will go ahead in 2019. Staff training and school closure dates for 2019 discussed in General Business. |  |
| **Reports** | | |
| Principal’s Report:  Maxine McSherry | Principal’s Report and External School Review report shared via email prior to the meeting.  Recommendations from External School Review discussed.  Highlights from Principal’s report include:   * Several events already taken place this term, including Tennis SA visits, Canberra Trip, and KICE Junior Sports Day * Year 11/12 exams have now started * Subject selection for Senior Years students in 2019 is ongoing * A final copy of the External School Review has been received (attached via email) * Kangaroo Island Partnership Review will occur on Friday 16th November 2018 * STEM builds are progressing at each campus * End of year celebrations will take place at each campus soon |  |
| Head of Campus: Leanne Woods | Full report shared via email prior to the meeting. Some of the highlights included:   * Penneshaw Campus will have 4 classes again in 2019 * Students involved in revegetating parts of the new Penneshaw sculpture trail * Remembrance Day ceremonies will be held in the next week * The STEM build is now complete * The Penneshaw Campus Gala Day will be held on Thursday 8th November |  |
| Finance:  Sara Hourez | Finance Report tabled.  Fundraising income discussed, specifically the Kingscote Phone Book committee. This has now folded. Maxine has requested that the books be sold at $5 each from now on.  Discussion re debt collection and school card holders. Finance Officers at each site are able to help families in applying for a school card and setting up payment plans.  Discussion regarding the Materials & Services Fees for 2019. Recommend that fees are increased to cover the inflation rate of 2.7%  The KICE Governing Council will like to acknowledge the generous donation from the Kingscote Lions Club to support our Year 9s to participate in a First Aid course in Week 9. | **Action re M&S Fees 2019:** Letters to be sent to families this week via children. A global SMS will be sent to families informing them that the letter is coming home. The term “inflation” to be put on the letter after CPI.  **Motion**: The Governing Council support the increase of the prescribed sum by CPI 2.7%, and the letter of information being sent to families.  **Moved**: Emma-Jess Gray **Seconded**: Brad Henley  All in favour. |
| Canteen:  Eliza Cruse | The new Kingscote Campus Canteen Policy was shared amongst Governing Council members. Changes reflected current duties, and gender specific language.  The new menu with healthy options have been taken up well by students. | **Motion**: The KICE Governing Council approves the new Kingscote Campus Canteen Policy.  **Moved**: Lois  **Seconded**: Sharon  All in favour |
| Transport:  Maxine McSherry | Discussed in Bus Review section below. |  |
| Pool Committee:  Steve Morgan | Community members and parents have offered support.  Rob Ellson is coming out to look at the possibility of a shed surrounding the pool.  Funding will be sought via KICE and local Progress Associations. Steve will continue to move forward in this area.  The pool maintenance course was well attended over the weekend. |  |
| KICE Student Executive Leadership Group: | No representative available. |  |
| All reports received |  | All reports received  **Moved**: Crystal Stewart  **Seconded**: Eliza Cruse |
| **Correspondence** | | |
| Letter from Minister of Education re School Transport Policy | Letter shared with all Governing Council members. | **Action:** Lois will work with Kindys and Maxine to provide response. |
| Letter from AEU Branch President | Letter shared with Governing Council members. Discussion regarding funding to Catholic and Independent schools. |  |
| **General Business** | | |
| External School Review | External School Review report shared with Governing Council members.  The report highlights many contributions of the wider school community. This will be placed on the KICE website this week. | **Action:** Global SMS to inform parents that the External School Review report is available for viewing on the KICE website. |
| Bus Review | Email response from Ashley Smith shared with Governing Council members.  Based on parent concerns as summarised in his letter, Ashley is still looking to recommend that two small buses service Penneshaw Campus.  Further information regarding the Springs Road and Island Beach/Sapphire town was required.  There has been a request for written feedback from the Governing Council, for consideration by the Minister’s delegate, on these proposals. | **Action:** Maxine and Lois to provide response to Ashley, specifically highlighting the need for the bigger bus size, and the potential of students withdrawing from sites if there is significant change. |
| School Improvement Process | The Department for Education have directed every school across South Australia to have consistent school improvement planning processes.  Maxine shared the Kangaroo Island Community Education planning process vision. This includes the following site-wide plans:   1. The KICE Strategic Plan – highlights KICE visions and priorities 2. The External School Review Directives Plan – based on recommendations from the 2018 External School Review. 3. The School Improvement Plan (SIP) – really specific, targeted goals   KICE staff will work through the above mentioned plans at our Self Review training day on November 19 2018. | **Action:** Maxine to coordinate new plans to be loaded on KICE website in readiness for 2019 school year. |
| Information technology | Feedback from parents regarding IT at KICE included: Only 5 parents responded with feedback.   * Concerns re reliability of iPads * Internet speed and data connection concerns * Request for students to have more exposure to coding * Positive feedback about the Seesaw app as a communication tool   Students and staff have also been surveyed. Common concerns included internet access and infrastructure.  An IT audit across KICE will take place in the next few weeks to direct KICE’s three-year IT plan. |  |
| SWOT Analysis | SWOT analysis completed in small groups. This identified Strengths, Weaknesses, Opportunities and Threats in relation to Governing Council and will be used to support forward planning in 2019. | **Action:** SWOT results to be shared at next meeting. |
| Staff Training and School Closure Dates 2019 | **Term 1:** Friday 12th April (Week 11) **Term 2:** Tuesday 11th June (Week 7) **Term 3:** Monday 2nd September (Week 7) – School Closure for Royal Adelaide Show  Tuesday 3rd September (Week 7) **Term 4:** Monday 18th November (Week 6) | **Motion**: The Governing Council approves the proposed school closure dates for 2019.  **Moved**: Sharon Viney-Obst **Seconded**: Steve Morgan  All in favour |
| **Any other business** | | |
| **All actions read at the conclusion of the meeting.**  **Meeting close**: 8:48pm | | |
| **Next meeting**: Tuesday 4th December, 6:30pm, Parndana | | |