

# Kangaroo Island Community Education Governing Council



Kangaroo Island  
COMMUNITY EDUCATION

**Meeting:** Tuesday 21st March 2019, Parndana Campus

**Present:** Maxine McSherry, Lois Wilson, Sara Hourez, Silke Krause, Sarah Were, Elyssa Kreher, Matt Linn, Eliza Cruse, Brad Henley, Emma-Jess Gray.

**Apologies:** Hannah Buick, Darren Keenan, Jenni Harris

Ratification of previous minutes	<p>The minutes from the previous meeting were circulated to all members.</p> <p>Since the minutes were printed, Emma-Jess Gray has nominated and been accepted as Treasurer.</p> <p>These were moved and accepted as accurate.</p>	<p>Previous minutes accepted.</p> <p><b>Moved:</b> Lois Wilson <b>Seconded:</b> Elyssa Kreher</p>
<b>Business Arising</b>		
<b>Reports</b>		
Principal's Report: Maxine McSherry	<p>Emailed to members to read in advance of the meeting.</p> <ul style="list-style-type: none"> <li>- Service providers working with KICE</li> <li>- Maxine was asked to speak at the National Conference on Wellbeing in Schools in Sydney</li> <li>- Governing Council photos shared in the Islander last week to share the work we do as a Governing Council</li> <li>- All welcome to call Maxine to ask for clarification or ask any questions that arise after the meeting</li> </ul> <p>Lois said a parent spoke about KICE Wellbeing Statement with regard to the Awards Ceremony, question does the Awards Ceremony include Wellbeing Awards. The purpose of the end of year Awards Ceremony is on academic achievement, with aspects of Civics and Citizenship. Opportunities throughout the year with KICE Values Awards and Grit Awards, End of Year Merit Awards celebrate effort and other aspects of Wellbeing.</p>	<p>Maxine to give parent a call about the actions KICE take to build wellbeing throughout the year.</p>
Head of Campus: Matt Linn	<ul style="list-style-type: none"> <li>- STEM build completed at Parndana – furniture arrived and in use on a daily basis</li> <li>- Swimming Carnival as well as Early Years Swimming Carnival</li> <li>- Year 10 elective subjects from across KICE has had a very successful start for staff and students – great opportunity for Year 10 Parndana students to connect with the</li> </ul>	

	<p>rest of the Year 10 KICE cohort</p> <ul style="list-style-type: none"> <li>- Hoping to open up more opportunities</li> <li>- Kimberley Windsor has started Fitness Friday, a wellbeing and physical activity opportunity to finish the week</li> <li>- Roads Scholar visits continuing with Year 8 students presenting tours of aquaculture facility and sharing their knowledge – balancing tours across the year to benefit teaching and learning. Southern Ocean Lodge are supportive of the aquaculture program – setting procedures and guidelines for tours. <i>Suggestion to get Media Studies students to create a “virtual tour”.</i></li> <li>- Media Studies students filmed and photographed the Swimming Carnival with a range of cinematic tools (go pro, aerial drones, etc.)</li> <li>- Aquaculture facility has had a new \$15000 drum filter installed – TAFE and university pathways are more available as a result of this equipment</li> <li>- Term 1 Parent Teacher interviews being held in Week 10, as well as Parent Week when parents are invited to see a range of classroom activities to share in the school learning journey</li> </ul>	
Finance: Maxine in Jenni's absence	<p>Reports included in packs. Finance reports included in correspondence packs.</p> <ul style="list-style-type: none"> <li>- Expenditure / income looks out of balance due to the invoices being sent to parents. As these invoices start to be paid, these amounts will even out throughout the year.</li> <li>- Likewise, classroom resources.</li> <li>- Large expenditure for new laptops for staff and students.</li> </ul>	
All reports received		All reports received <b>Moved:</b> Lois Wilson <b>Seconded:</b> Brad Henley
<b>Correspondence</b>		
School improvement forum	<ul style="list-style-type: none"> <li>- Governing Council invited to the School Improvement Forum at Botanic High School in Adelaide.</li> <li>- If anyone wishes to attend, KICE will pay for travel and support you in doing so.</li> <li>- Education CEO Rick Persse will talk about the statewide School Improvement Initiative.</li> </ul>	
Parndana canteen tenders	<ul style="list-style-type: none"> <li>- Letters from businesses – discuss in General Business</li> </ul>	
<b>General Business</b>		
Canteen / Lunch Order Review	<ul style="list-style-type: none"> <li>- Implementing the Rite Bite Policy (healthy eating policy) has impacted the canteen and lunch provision across each campus.</li> <li>- A number of local businesses were selling lunch orders and delivering them to the Parndana front office – difficult for staff to manage</li> <li>- KICE has put out a letter asking for local businesses to tender for the lunch orders</li> </ul>	Letter on behalf of Governing Council to the Parndana Bakery Café to thank them for their service and continuing support.

	<ul style="list-style-type: none"> <li>- Davo's Deli has put in a tender, Parndana Bakery Café chose not to tender but will continue to support the school in other ways.</li> <li>- Davo's Deli will be the lunch order supplier for Parndana Campus. Starting in Term 2. This gives time for parents to be informed and communicate with businesses.</li> <li>- On average 4-6 external lunch orders a day are ordered at Parndana.</li> <li>- Lois and Maxine are meeting with the Kingscote Canteen next week.</li> </ul>	
KICE Wellbeing Statement	<ul style="list-style-type: none"> <li>- Formalises the Wellbeing work we have been doing at KICE over the past few years.</li> <li>- Wellbeing Statement is for KICE, and includes the programs that occur at each campus</li> <li>- PERMA is the overarching framework for Wellbeing at KICE.</li> <li>- A copy of the Wellbeing Statement in the KICE Newsletter would be welcomed.</li> <li>- Activities and special days such as Harmony Day and National Day of Action Against Bullying and Violence are part of these Wellbeing principles</li> <li>- Teachers' Wellbeing and activities also take place, however it was decided to keep the statement's focus on students</li> </ul>	Maxine to organize wellbeing statement to be included in next KICE newsletter.
Bus Policy Feedback	<ul style="list-style-type: none"> <li>- Bus Policy went out to parents – has anyone received any feedback from parents?</li> <li>- <i>Greet and farewell students</i> – one parent highlighted that this does not happen</li> <li>- Maxine will check with the bus drivers regarding the notes that have been returned giving permission for students to be dropped off unsupervised</li> <li>- Bus drivers are now aware of medical information (e.g. Asthma, anaphylaxis, etc.) with a folder of key information in each bus.</li> <li>- Are there processes in place that bus drivers are aware of for bus break downs / safety issues? Yes, with any safety issues the bus does not run and students are taken off.</li> <li>- Bus breakdowns – on average 2 bus breakdowns out of the 14 throughout each week.</li> <li>- Spare bus has been in use as a replacement for a bus being repaired.</li> <li>- In the state bus review, we have asked for buses that are more suitable for our roads. This is a statewide issue for country schools.</li> </ul>	Maxine to liaise with bus drivers.
Reading Comprehension Focus Update	<ul style="list-style-type: none"> <li>- Teachers presented information regarding the Professional Learning Communities with particular focus on Reading Comprehension across KICE.</li> <li>- Penneshaw Middle Years team focus is working on Vocabulary with their students. PLC has come up with strategies like using vocabulary lists consistently across all subject areas. Vocab use is improving and comprehension is understanding as a result.</li> <li>- The buzz around Reading Comprehension from Reception to 12 is growing.</li> <li>- Professional conversations are taking place across year levels and different subject areas. Exciting because comprehension is the core of all learning – understanding what is going on and what is required.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Using data to frame the conversations and the plans of action for where we are taking the learning with the students.</li> <li>- Reading comprehension is truly becoming everybody's business.</li> </ul>	
Feedback on Athletics Day	<ul style="list-style-type: none"> <li>- Timing of Athletics Day in relation to Swimming Carnival – too close? Could we change this? SAPSASA and SASSSA Athletics timeline impacts on our Athletics Day.</li> <li>- Sitting in the sun waiting for races (waiting through five races ahead of their race) – sunburn is an issue. Invest in more shade.</li> <li>- First year of Athletics Carnival is quite daunting for the 10 year old cohort. If a staff member (Year 4 teacher) could be redeployed from a station to be a support to the first year participants. House Captains could be helpful in this area.</li> </ul>	Maxine to provide feedback to the Sports Committee.
SWOT Analysis	<ul style="list-style-type: none"> <li>- As a way of improving practice GC las year completed a self-review. We used the SWOT analysis to identify GC Strengths, Weaknesses, Opportunities and things that threaten (limit) the work of Governing Council. This was shared with the current GC and will be monitored throughout the year.</li> <li>- One outcome of the SWOT analysis is to provide a short summary of Governing Council happenings to be communicated to the wider community via Facebook after each meeting –a different Governing Council Member can report each time.</li> <li>- Continue reviewing the SWOT throughout the year – will build on it and reflect on what we have achieved.</li> <li>- Online platforms discussed – Seesaw, DayMap as means of communication to parents.</li> </ul>	
Meeting time / date	<ul style="list-style-type: none"> <li>- A proposed change of time and date for GC meetings was discussed and due to the impact of changes on individuals and other committees people attend, the dates will remain as Tuesday, Week 4 and Week 8 of each term.</li> </ul>	Lois to communicate with GC member who is unable to attend/ have been absent for many consecutive meetings their intentions to remain on the committee or resign.
<b>Any other business</b>		
Questions from the floor.	<ul style="list-style-type: none"> <li>- Proof reading the newsletter - a few mistakes identified.</li> <li>- Donating mugs for use in Coffee Conundrum at Kingscote – compostable cups are used currently but would like to see them replaced with reusable mugs.</li> <li>- Litter around the school campuses.</li> <li>- Making the campuses beautiful, show pride – artists, plants, etc.</li> <li>- An email was sent to a student email list and all staff about a canteen item – clarification this was a student, not a staff member.</li> </ul>	Maxine to discuss with the Café and Peter Philp as HOC.

Staff use of phones	<ul style="list-style-type: none"> <li>- Mandatory notification course prompted thought about staff taking photos of students on phones to use Seesaw.</li> <li>Use of personal devices leads to late night work. Parents concerned about staff wellbeing working late at night.</li> </ul>	Maxine to communicate to all three campus staff meetings and to confirm Department for Education policy on photos on personal devices.
Sapsasa	<ul style="list-style-type: none"> <li>- Parent concern sent to Maxine and other Governing Council Members about the proposed dates of Sapsasa Tennis/Cricket clashing with the KICE Year 7 Camp.</li> <li>- Sapsasa dates are set at the start of the year.</li> <li>- We endeavor to plan KICE activities around these dates and other events.</li> <li>- Year 7 Camp is at Arbury Park School, popular location that is subsidized by the Department (making it cost effective for KICE students). Country schools go into a Ballot and get a week chosen at random in week 4 of term 1.</li> <li>- KICE Arbury Park booking is now the same week as Sapsasa Cricket/Tennis and this booking can't be negotiated for different time due to ballot.</li> <li>- Mylor and Woodhouse are other options but these are more expensive – this will lead to at least an extra \$100- \$150 per child for families to pay, and an additional \$3000 for the school to pay.</li> <li>- GC understood and supported that children may have to choose between Sapsasa opportunity and the camp. GC felt the positive outcome is that students get an off-island experience that will be valuable for them in either activity.</li> <li>- Parent question as to why Sapsasa put on events together e.g. Tennis and cricket.</li> </ul>	Maxine to staff, parents and Sapsasa Coordinator and coaches prior to the end of term 1.
<b>Meeting close:</b> 8.26pm		
<b>Next meeting:</b> Tuesday 21 <sup>st</sup> May at 6.30pm at Penneshaw.		