



The Gap State High School Council MINUTES

Date: Wednesday, 22 August, 2018, 7pm
Start Time: 7pm
End Time: 8:30 pm

Location: School Library

Attendees: Penni Davidson (Chair, additional), Lesley Noppe (Secretary/staff member), Glenn Manser (staff member), Kirsten Lightfoot, David Nicholls, Tony Narbey (parent members), Jasmine Skeate, Campbell McFadden (year 11 student members), Anne McLauchlan (Principal)

Apologies: Barbara Nelson(staff member), Mick Walsh (P&C president),

Secretariat: Lesley Noppe

Agenda Item	Responsible Officer	Action
1. Meeting Opening 1.1. Welcome – including to new council members 1.2. Apologies 1.3. Previous Minutes 1.3.1. Confirmation 1.3.2. Matters arising/Action List	Chair	Minutes proposed by Anne McLauchlan and seconded by Tony Narbey Sub-committee to be formed to address questions and issues regarding the formation of the School Foundation. The outcomes to be taken to the P&C. Members of the subcommittee include: Penni Davidson (Convener) Tony Narbey (Organiser) Kirsten Lightfoot David Nicholls
2. Matters for Decision 2.1. Adoption of Revised Model Constitution 2.2. Schedule of members for review	Chair	Revised version of the draft Council Constitution was tabled. Anne McLauchlan to email revised constitution to members. Comments to be sent to Anne by 31 October 2018 To be voted on at the next meeting. Schedule of members to stay as the first item on the Principal's Report. (No Action)
3. Matters for Discussion 3.1. Principal's Report 3.1.1. Strategic Plan 3.1.2. Enrolments 3.1.3. Staffing 3.1.4. Facilities update 3.1.5. Discussions concerning forthcoming strategic decisions	Principal	The Diagnostic Writing Test Composition Skills Index Years 7-12 was tabled. (No Action) Financial Report was tabled. (No Action)



<p>3.1.6. Finance Report 3.2. Other matters for discussion 3.2.1. School Council training 3.2.2. School website & school council information</p>	<p>Tony Narbey</p>	<p>School Council Training - , Tony Narbey to organise for Term 4. Signed Council Minutes to be uploaded to the school website. Anne McLauchlan to follow up.</p>
<p>4. Governance 4.1. Agenda items for future meetings 4.2. Review actions to be taken</p>	<p>Chair</p>	<p>School Council Charter to be included in 2019 agenda. Action – Council Members Other Business: Air-conditioning becoming a growing concern to staff and students. Council agreed this issue be taken to the P&C as a priority. Action – Mick Walsh</p>
<p>5. Meeting Close 5.1. Evaluation of meeting 5.2. Next meeting</p>	<p>Nominated reviewer</p>	<p>Next meeting: Term 4 Week 6 Date: 14 November 2018 Time: 7pm Location: Library</p>



ACTION LIST – MEETING DATE 22 AUGUST 2018

Meeting	Action	Who	When	Action
22 August	Establishment of Foundation sub-Committee	Tony Narbey	14 November 2018	
	Draft Council Constitution to be distributed to all	Anne McLauchlan	31 August 2018	Complete
	Comments on draft Council Constitution to Anne McLauchlan	Council	31 October 2018	
	Acceptance of the New Constitution	Council	14 November 2018	
	School Council Training	Tony Narbey	Term 4 2018	
	School Council email addresses	Anne McLauchlan	14 November 2018	Complete
	Council Minutes on website	Anne McLauchlan	14 November 2018	
	School Council Charter	Council	2019	
	Air-conditioning concern to be taken to the P&C	Mick Walsh	Next P&C Meeting	