

# NURIOOTPA HIGH SCHOOL GOVERNING COUNCIL MEETING

## Agenda

**Tuesday September 8th 2020 - 7:05pm**

### Languages Building

**Members:** Tarnya Eggleton, Halena Frick, Peter Lange, Karen Underwood, Sonya Carmody, Belinda Haeft, Pricilla Heidenreich, John Martens, Bernadette Patterson, Luke Rothe, Sharyne Young, Kelly Neldner, Donna Baumann, Jodie Marshall and Paula Brennand (non-voting member)

**Staff:** Gerri Walker, Andrew Dickinson, Sarah Afshin-Pour, Ann-Marie Ward.

**SRC:** Lucy Dickinson, Keely Lydeamore

#### Governing Council Statement of Acknowledgement

*We acknowledge the Traditional Owners of country throughout Australia and recognise their continuing connection to land, waters and culture. We pay our respects to their Elders past, present and emerging.*

**Chair:** Tarnya Eggleton

**Secretary:** Halena Frick

**Members present:** Tarnya Eggleton, Halena Frick, Peter Lange, Sonya Carmody, Priscilla Heidenreich, Bernadette Patterson, Luke Rothe, Sharyne Young, Kelly Neldner, Donna Baumann, Jodie Marshall

**Staff:** Gerri Walker, Andrew Dickinson,

**SRC:** Lucy Dickinson

#### Welcome

1. **Apologies:** Belinda Haeft, Karen Underwood, Sarah Afshin-Pour, Keely Lydeamore, Ann-Marie Ward, Paula Brennand (non-voting member), John Martens

2. **Minutes from previous meeting:**

**Accepted - Moved:** Peter Lange    **Seconded:** Luke Rothe

3. **SRC Report:**

#### Revegetation:

As you may have seen on the school Facebook page or in the Leader, the SRC along with Ag classes, ATSI students and Trent's youth group, planted around 400 native understory plants into the Blue Gum Woodlands. Our grounds staff supported the initiative by clearing areas and creating a fire-break across the woodlands. This day was a huge success for us and incredibly rewarding after all of our hard work throughout the year. We would like to thank you all for your support along the way.

Following the planting day, the SRC ran a stall in the courtyard at each lunch time for a week. Students and staff were able to donate \$2 to support the ongoing revegetation initiative, giving them the opportunity to name one of these plants. These names are to be marked on the stakes alongside the plants and the contributors will receive an emailed certificate of recognition. This fundraiser raised \$162 and 81 of our plants were named. These names and contributors will be compiled onto a map of the blue gum woodlands to be published in the yearbook.

Of course, we still have a few things to tie up, which we will focus on throughout the rest of the year. One of these things includes the sign we are arranged for along Murray Street. At this point, we have sent off the logos to Jock who is working on a few designs for us to choose from. We expect to have these designs by the end of the week.

We also need to organise ongoing aftercare of the plants for the drier months and throughout school holidays, we have been negotiating with ag and Mrs Ward to find a workable solution for watering.

#### Casual Days:

On Friday of Week 6 we held a non-themed casual day, the money of which went towards our revegetation project.

On Friday of Week 9 we will be holding another casual day which will be 70s themed. The funds from this will go towards the Cancer Council as part of a fundraiser being held by one of our SRC seniors, Amber Perry. Amber and Emily Langmair are partaking in "The Ponytail project" where they will cut their hair and donate it to make wigs for people affected by cancer. They plan to cut their hair at school in Term 4. We do plan to hold a sausage sizzle on this day but we are aware of Covid restrictions and are trying to work around these.

#### Feminine Hygiene Products

A few SRC students have been working met with Ms Barclay who would like us to advertise the availability of feminine hygiene products at school for students in a pinch. We will be making posters and potentially speak at year level assemblies to inform students of this option.

#### 4. Learning Session: – Sarah and John Alexander in term 4

#### 5. Business Arising from Minutes

Item	Response
<b>Languages Review</b>	The two language teachers, Giles Bartram (Faculty leader) and myself had a Teams meeting with Lia Tedesco, Principal of Secondary School of Languages; Brent Bloffwitch Manager, Languages Education, Secondary Learners Directorate, Learning Improvement Division of our department and Michelle Kohler from Uni SA (has previously taught at our school). We discussed what could be the recommended second language offered and also other considerations in the teaching area.
<b>Traffic on roads adjacent to school</b>	No update – monitoring
<b>Mobile Phone Policy Review</b>	Was put on hold due to COVID19 closure. SRC are now finalising their survey. Governing Council member volunteer to meet after this survey. Please note: <i>The department is currently revisiting work on student use of mobile phones in schools, including considering if it would be beneficial to have a system-wide policy approach. Under the current policy schools decide on their approach to student mobile phone use at the local level. The department is now undertaking further consultation to see if more explicit guidance would be helpful.</i> <i>The survey has been sent to Principals and Governing Council Chairpersons. This survey will gather information about how students use mobile phones at school, whether their school has any restrictions on student mobile phone use, how staff manage this and any concerns they might have.</i>
<b>Constitution Change – if vote at Extraordinary Meeting is positive</b>	<b>What needs to happen next?</b> 1. The chairperson (or Principal) then needs to update the approval letter (template is attached) and then forward the proposed constitutional changes including the extraordinary minutes to the Education Director, who endorses it and forwards it to the Director, Conditions for Learning 4. The minister (or delegate) – approves the constitution and returns the original to the school via the chairperson. An electronic version is also forwarded to the Principal and Education Director. – does not approve the constitution and advises council that the requested changes have not been approved – council need to then reconsider changes and are able to resubmit (following steps 1 to 3 again). An amendment to the constitution has no effect until submitted to and approved by the minister (or delegate).  If positive vote then will need to consider Community Members, once constitution is approved by the minister or delegate. <b>Will now proceed as there was a positive vote.</b>
<b>Yellow BUS – needed a new bus driver</b>	Have found a new driver – will be able to keep the yellow bus

#### 6. Finance Report –See Appendix 2

#### 7. WH&S

Item	Response

## 8. General Business

Item	Response
SIP Update	End of term 3
<b>Data for 2020 – see tables below</b> <ul style="list-style-type: none"> <li>• <b>Bullying and Harassment</b></li> <li>• <b>Suspension and Exclusion</b></li> <li>• <b>Complaints</b></li> </ul>	End of year

## 9. Reports/Committees

### - Chairperson Report:

Over the past few weeks I have been involved in:

- creating a Chairperson report for the NHS 2020 school magazine
- participated in the survey from the department re student mobile phone use at school
- I was invited to attend a zoom meeting re- Governing Council Forum on Parent Engagement in Learning, however it was obviously very popular as I was unable to register. So hopefully there will be some written information re-same

Again, I feel the Chair role has been a little quiet out of meeting sessions, due to no fundraising or school events occurring with Covid 19 restrictions.

It was great to see such a robust conversation from our members re the VET program. I appreciate everyone's feedback and comments.

- *Principal report – refer to Appendix 3* Moved: Luke Rothe      Seconded: Kelly Neldner
- Subcommittees:

Committee	Report
<b>Canteen Committee</b> Meet week 5 on a Tuesday Pricilla Heidenreich	Have advertised old cool room in Newsletter will also put on school FB page.
<b>Uniform Committee</b> Anne Barclay, Ann-Marie Ward, Belinda Haeft, Keely Lydeamore, Lucy Dickinson	Committee looked at wet weather jackets from 2 suppliers. Investigating other options.
<b>Finance Committee</b> Meet on the afternoon before Governing Council meeting – Peter Lange & Tarnya Eggleton	Refer to Appendix 2
<b>Wine Committee</b> Peter Lange & Gerri Walker	Trying to get a new water meter on vineyard. Working bee to shift wine store. Sale coming up before the shift.
<b>Building and Grounds Committee</b> Luke Rothe	Refer to Appendix 4 Suggestion from Ella Rothe that wire baskets be used for recycling to aid compliance
<b>Fundraising Committee</b> Karen Underwood	On hold

## 10. New Business

Task	Person Responsible/Result
Change to Materials and Services charge	<ul style="list-style-type: none"> <li>• Please refer to notes in Finance Report</li> <li>• Materials &amp; Services charge Polling process</li> </ul>
A Special Meeting will be required for GC to approve the outcome of the Poll for Materials & Services charge	Week 1 <b>Tuesday 13<sup>th</sup> October 7pm</b>

## 11. Correspondence

## 12. Any Other Business

Task	Person Responsible/Result
FLC sign	<b>Feedback – Andrew Dickinson to follow up</b> Logo with FLC could match colours with NHS logo Change font to create balance Drop ‘s after NHS
Emailed Motions	For when quick turnaround emails are needed Suggestion: <b>Discussion period to be nominated on the email.</b> Another option is to use Zoom or Teams <b>Andrew Dickinson to run a learning session on Teams next meeting.</b>
Next Governing Council Meeting	27 <sup>th</sup> October, 2020 7pm

**13. Meeting Closed at 8:10 pm**

**Meeting Dates 2020:**

1<sup>st</sup> December

## APPENDIX 1: SRC REPORT - to be presented at meeting

## APPENDIX 2: FINANCE REPORT

### 1. JULY FINANCIAL REPORTS

The following reports were tabled and discussed at Finance Committee Meeting 8/9/20:

- Profit and Loss statement Period 7
- Balance Sheet Period 7
- Governing Council reports Period 7

#### CANTEEN: PERIOD 7:

ACCOUNT	AMOUNT \$
SASIF	\$ 79,889.82
Cash at Bank (Cheque Account)	\$ 28,123.54

#### SUMMARY OF FINANCIAL PERFORMANCE

Period 7 shows a Surplus \$603.79 and a YTD Surplus \$9,758.37

The school received Jobkeeper payments of \$3,000 for this period.

#### SCHOOL: PERIOD 7

GRANTS	AMOUNT \$
Complexity Funding	\$ 40,740.00
Total funding is \$81,480 to be allocated as per PAC proposal to staff	
Special Class Leadership Admin Support	\$ 5,612.95
Surplus Teacher	\$ -500.30
Flu vaccinations	\$ 1,775.00
Global Budget	\$ 930,548.56

ACCOUNT AS AT END JULY	AMOUNT \$
SASIF NHS	\$ 1,701,296.63
SASIF TTC	\$ 240,597.04
Cash at Bank (cheque Account)	\$ 65,449.80
Accrued recurrent funding: DfE owed NHS	\$ 103,026.07

#### SUMMARY OF PERIOD 7 FINANCIAL PERFORMANCE

Period 7 shows a Surplus \$40,113.86 and a YTD Surplus \$705,834.08

#### **Other Revenue in Period 7 (items over \$1,000 listed):**

Other revenue:

• Ag – garden	\$ 1,703.75
• Metal – student contributions	\$ 4,595.93
• Electronics – student contributions	\$ 8,060.00
• Woodwork – student contributions	\$ 7,190.00
• VET (parent contributions)	\$ 2,375.30
• Wine Sales	\$ 2,036.35

#### **Notable spending (over \$1,000) includes:**

• Visual arts	\$ 1,302.84
• ICT submission – resource Centre	\$ 1,442.72
• Textbooks	\$ 1,896.02
• Curriculum Submission – Ag	\$ 1,070.00
• Home Ec	\$ 1,765.07
• VET	\$ 5,967.41
• Ag – Livestock & Show club	\$ 1,009.84
• Science consumables	\$ 2,251.05
• Electronics	\$ 1,493.64

• Woodwork	\$	3,562.39
• FLC	\$	3,375.15
• Management – contingencies	\$	2,124.60
• Furniture	\$	1,499.81
• Electrical Testing	\$	8,371.20
• Info systems – resources	\$	1,138.99
• Info systems – Licences	\$	12,322.81
• Printing – copy costs	\$	1,275.12
• Printing – admin	\$	1,677.05

## GC Report:

### \*\* Variances to budget for July:

#### Under Budget

- RES: Global Budget – received \$170,202 less than cash flowed
- Parent Contributions: received \$16,125 less than cash flowed
- Salaries: TRTs over \$10,187 and Teacher and SSOs savings (*DfE STILL owe NHS Additional TRT Supplementations T3 & T4 2019 & 2020*)
- Site Funded works: general savings
- Facilities: general savings
- Utilities & Maintenance: general savings
- Other Expenditure: general savings

#### Over Budget

- Other Income sources: received \$11,457 more than cashflowed (Invoices raised to Primary schools for their contribution to Bus operation costs, wine sales \$2,036)
- Curriculum Maintenance: spent \$25,787 more than cashflowed
- Administration: spent \$4,834 more than cashflowed

Non Budget revenue: no budget – offset by Non Budget Expenses

Non Budget Expenses: no budget – offset by Non Budget revenue

### Summary of areas over budget:

- Curriculum Maintenance: spent \$25,787 more than cashflowed
- Administration: spent \$4,834 more than cashflowed

Overall received more income than what was cashflowed and spent less than what was cashflowed

### Materials and Services Charges Budget

**\$ 456,292**

#### M&S Revenue

#### July:

#### Year to Date

• M&S	\$ 11,586	\$ 348,662
• School Card	\$	\$ 40,129
• M&S previous years	\$ 685	\$ 6,918
• Waive M&S Gap (school card)	\$ - 316	\$ - 28,182
• Refunds	\$ - 80	\$ - 1,720
<b>Total</b>	<b>\$ 11,875</b>	<b>\$ 365,807</b>

### UNIFORM June

Sales	\$ 3,275.74
Expenses	\$ 13,540.00
<b>Deficit</b>	<b>\$ -10,264.26</b>

Motion: that the above reports for July are accepted: Moved: Pricilla Heidenreich Seconded: Donna Baumann

July - 2 weeks holidays  
 13 days operations

Budgetary Position - Budget Area Details

Jul - 2020

Opening Balance: 1,419,157      Opening Balance: 1,419,157

INCOME	CURRENT MONTH - Jul			YEAR TO DATE - 2020			END OF YEAR FORECAST		
	Budget	Actuals	Variance	Budget	Actuals	Variance	Budget for Year	Estimated	Variance
RESOURCE ENTITLEMENT STAFFED	1,097,699	927,486	(170,202)	7,693,821	7,719,068	36,247	13,172,264	13,207,511	35,247
PARENT CONTRIBUTIONS RECEIVED	28,000	11,875	(16,125)	373,000	385,807	(7,193)	456,292	449,099	(7,193)
OTHER INCOME SOURCES	2,500	13,957	11,457	36,500	39,399	2,899	49,000	51,899	2,899
NON BUDGET - REVENUE	0	90,640	90,640	0	416,802	416,802	0	416,802	416,802
ACQUIRED RECURRENT FUND	0	40,498	40,498	0	(13,551)	(13,551)	0	(13,551)	(13,551)
<b>TOTAL INCOME</b>	<b>1,128,199</b>	<b>1,084,456</b>	<b>(43,733)</b>	<b>8,093,321</b>	<b>8,527,325</b>	<b>434,004</b>	<b>13,677,556</b>	<b>14,111,560</b>	<b>434,004</b>
<b>EXPENDITURE</b>	<b>Budget</b>	<b>Actuals</b>	<b>Variance</b>	<b>Budget</b>	<b>Actuals</b>	<b>Variance</b>	<b>Budget for Year</b>	<b>Estimated</b>	<b>Variance</b>
SALARIES	923,602	889,960	33,642	6,902,867	6,896,641	7,226	11,968,544	11,961,318	7,226
CURRICULUM MAINTENANCE	12,989	38,776	(25,787)	500,826	395,522	105,304	666,593	661,290	105,304
ADMINISTRATION	4,669	9,403	(4,834)	76,518	40,683	35,835	115,700	79,865	35,835
SITE FUNDED WORKS	1,891	662	1,209	48,879	22,489	26,390	78,000	51,810	26,390
FACILITIES	2,113	1,857	256	35,935	22,061	13,874	51,500	37,626	13,874
UTILITIES & MAINTENANCE	37,765	32,016	5,769	299,008	285,368	33,640	512,541	478,901	33,640
OTHER EXPENDITURE	28,811	14,111	14,699	451,998	220,784	231,214	919,821	688,407	231,214
NON BUDGET - EXPENSES	0	(3,438)	3,438	0	56,744	(56,744)	0	56,744	(56,744)
<b>TOTAL EXPENDITURE</b>	<b>1,011,761</b>	<b>983,367</b>	<b>28,394</b>	<b>8,316,031</b>	<b>7,919,293</b>	<b>396,738</b>	<b>14,312,499</b>	<b>13,915,761</b>	<b>396,738</b>
<b>NET TOTAL</b>	<b>116,428</b>	<b>101,089</b>	<b>(15,339)</b>	<b>(222,710)</b>	<b>608,032</b>	<b>839,742</b>	<b>(634,943)</b>	<b>195,800</b>	<b>839,742</b>

July Non Budget Revenue \$ 90640  
 Expenses 3438  
 \$ 81,202

Cancelled Cheque Adjustment: 10  
 Closing Balance YTD: 2,027,200  
 Closing Balance Forecast: 1,814,957

## 2.UNIFORM SHOP REVIEW OF RETAIL PRICES

The School has been operating our own Uniform Shop since 2016 and Retail prices have remained the same during this period. The Uniform Committee is proposing the following changes to Retail prices of Junior, Senior & PE Polo and Hoodies:

<b>Junior Polo</b>			<b>Current</b>	
<b>Size</b>	<b>Price exc GST</b>	<b>Price Inc GST</b>	<b>Retail</b>	<b>Suggested Retail</b>
10C – 16C	\$22.30	\$24.53 (bulk discount price)	\$30	\$35
Sml – 2XL	\$24.50	\$26.95		
3XL	\$27.00	\$29.70		
<b>Senior Polo</b>			<b>Current</b>	
<b>Size</b>	<b>Price exc GST</b>	<b>Price Inc GST</b>	<b>Retail</b>	<b>Suggested Retail</b>
10C – 16C	\$23.30	\$25.63 (bulk discount price)	\$30	\$35
Sml – 2XL	\$25.50	\$28.05		
3XL	\$27.00	\$29.70		
<b>PE Polo</b>			<b>Current</b>	
<b>Size</b>	<b>Price exc GST</b>	<b>Price Inc GST</b>	<b>Retail</b>	<b>Suggested Retail</b>
10C – 16C	\$23.80	\$26.18 (bulk discount price)	\$30	\$35
Sml – 2XL	\$26.00	\$28.60		
3XL	\$27.00	\$29.70		
<b>Hoodies</b>			<b>Current</b>	
<b>Size</b>	<b>Price exc GST</b>	<b>Price Inc GST</b>	<b>Retail</b>	<b>Suggested Retail</b>
10C – 12C	\$47.00	\$51.70	\$60	\$75
10A – 18A	\$49.00	\$53.90		
20A – 22A	\$51.00	\$56.10		

POLO SHIRTS - We sell very few 3XL polos, approx 3-5 per year

HOODIES – size 20A-22A – we sell approx. 25-30 each year

HOODIES – all hoodie prices may increase by \$2.50 for order due in September – Permapleat have been quoting the higher price since May 2018 but they still charge the old price on the invoice.

**Request to have hoodie prices at \$75 rather than \$70**

**Motion: that the proposed Suggested Retail prices for polos above and hoodies at \$70 each are accepted by Governing Council**

Moved: Sharyne Young

Seconded: Jodie Marshall



### 3.CHANGES TO MATERIALS AND SERVICES CHARGES:

*We would like to acknowledge the work Di Emes has put into this.*

DfE have advised that the prescribed amount for materials and services (M&S) charges and School Card for the 2021 school year have been set at:

- \$246 for a primary student
- \$325 for a secondary student

Items and services that can be included in the M&S charge are:

- Printed and electronic materials related to the educational program and which are provided to the student,
- Materials and services that are provided by the school for the student to consume or use the materials to take ownership of a finished article produced by the student with the materials
- Materials for inclusion in the school library and to enable use by the student

Where a school proposes an M&S charge greater than the prescribed amount, the Governing Council **must** poll their school community. A principal can only approve the higher M&S charge if the majority of votes are in favour of the proposed amount. If the proposed M&S charge is not supported, the school:

- can **only** charge the prescribed amount
- cannot charge the difference between the proposed M&S charge and the prescribed amount as a voluntary amount.

These changes reflect the new Education and Children's Services Act 2019 and our outlined in the [Materials and Services Charges Instruction](#). Additional steps have been included in the polling process to mitigate the risk of error when undertaking the poll. The invoice template within EDSAS will also be updated. To assist with the polling process DfE are developing an online voting platform. Sites be advised once it is available.

#### Considerations for setting the Watermark for M&S for 2021 (info provided by Ann-Marie & Dianne)

- In the budget process, Parent Contributions fund the Curriculum Maintenance (Faculty/curriculum) budgets = \$666,596. In 2020 Parent Contributions were \$456,292 and the school funded the difference of \$210,304.
  - 2020 M&S was \$480 – see attached Watermark
    - Textbook Hire: budget was \$18,000 – all spent
    - Photocopied material:
      - Students
        - Yr 8, 9, 10 get \$5 per term = \$20 year 672
        - Yr 11, 12 get \$11 per term = \$44 year 409
      - Students are charged .30c colour & .10c B&W from the allowance per term
      - 672 students x \$20 per year = \$13,440
      - 409 students x \$44 per year = \$17,996
      - TOTAL = \$31,436 divided by 1081 (total students) = average of \$30 per student
    - Printing from Curriculum/Faculties: in 2019 was \$31,700 divided by 1081 students = \$30 per student
  - Student Info Tech:
    - Info Systems budget \$217,885 (included Staff laptops \$162,785)
    - Software – Adobe, Solidworks \$1,420 (CAD), Weebly \$800 (Art), Turnitin (teachers), Daymap (Admin use), Clickview \$8,400, Auralia & Sibelius (Music), Aspire (Tech)
    - Bank of temporary/loan laptops available
    - Specialised computer rooms and laptops for use with software that demands greater performance than available on BYO devices eg CAD, Adobe
    - ICT support for BYOD – students given assistance to help with devices
    - Servers run the network speed for optimal use of BYOD devices
    - Robust wireless network in every class to support optimal BYOD functioning
  - Curriculum/Subject Supplies and Services
    - school provides a diverse curriculum - outline to families
    - 2020 budget for faculty budget amounts
  - Library resources: Resources and Consumables budget \$15,500 – nearly all spent
- If the Poll was unsuccessful we would receive approx. \$144,210 less to support Curriculum Maintenance budgets

**Propose:** M&S Charge for 2021 remains at \$480      Accepted      Moved:Jodie Marshall      Seconded: Luke Rothe



Nuriootpa High School - 0788		
Notice of Materials and Services Charges for 2020		
Notice of Charges for Years 8 To 12		
HEADING	ITEMS AND SERVICES	COST (\$)
Printed and electronic materials related to the educational program and which are provided for the student	Workbooks	\$0.00
	Text Book Hire / E-Book Access	\$50.00
	Photocopied Material	\$65.00
	<b>SUBTOTAL (ZPREM)</b>	<b>\$115.00</b>
Stationery items that are provided for the student	Stationery Items	\$0.00
	Other [please Specify]	\$0.00
	Other [please Specify]	\$0.00
	<b>SUBTOTAL (ZSTAT)</b>	<b>\$0.00</b>
Materials and Services that are provided by the school for the student to consume or use the materials or take ownership of a finished article produced by the student with the materials	Access to Student Information Technology	\$95.00
	Access to Machinery	\$0.00
	Access to Equipment	\$0.00
	Curriculum/Subject Supplies and Services	\$260.00
	Other [please Specify]	\$0.00
	Other [please Specify]	\$0.00
	<b>SUBTOTAL (ZACMS)</b>	<b>\$355.00</b>
Materials for inclusion in the school library and to enable use by the student	Library resources including access to borrowing library resources	\$10.00
	<b>SUBTOTAL (ZACLI)</b>	<b>\$10.00</b>
<b>Total Materials and Services Charge (excluding Subject Charges)</b>		<b>\$480.00</b>

These subject charges are in addition to the Materials and Services Charge above for those students undertaking the following subjects.

Subject Description	Cost (\$)
	\$0.00
	\$0.00
	\$0.00
	\$0.00
	\$0.00

**CURRICULUM MAINTENANCE BUDGETS 2020**

**Site Generated Expenditure**

Item	Account Code	FTE/HPWDAYS	Unit Cost	Total
<b>Expenditure</b>				
General Expenditure				
Curriculum Maintenance				\$456,292
Curriculum				\$210,304
Agriculture - Consumables	E-CSA-7121			\$5,000.00
Agriculture - Resources (includes \$5000 upgrade vineyard)	E-CSA-7172		\$10,861	\$5,861.00
Drama - Consumables	E-CAB-7121			\$2,381.00
Drama - Resources	E-CAB-7172		\$2,881	\$500.00
English - Consumables	E-CEE-7121			\$4,621.00
English - Resources	E-CEE-7172		\$9,242	\$4,621.00
HASS - Consumables	E-CVS-7121			\$5,543.00
HASS - Resources	E-CVS-7172		\$5,693	\$1,500.00
Health - Consumables	E-CHH-7121			\$2,000.00
Health - Resources	E-CHH-7172		\$2,743	\$743.00
Home Ec - Consumables	E-CHE-7121			\$16,500.00
Home Ec - Resources incl Child Studies \$500 Textiles \$1600	E-CHE-7172		\$21,631	\$5,131.00
Information Technology - Consumables	E-CTC-7121			\$1,200.00
Information Technology - Resources	E-CTC-7172		\$1,622	\$422.00
Languages- Consumables	E-CLL-7121			\$2,000.00
Languages Resources	E-CLL-7172		\$4,595	\$595.00
Learning Support	E-CPD-7199-0001		\$4,000	\$4,000.00
Lifeskills Program c/o (collection of cans etc \$) \$88.29	E-CPD-7139-0001			\$88.29
Maths - Consumables	E-CMM-7121			\$7,000.00
Maths - Resources	E-CMM-7172		\$9,358	\$2,358.00
Music - Consumables	E-CAM-7121			\$2,171.00

*partly funded by parent contributions - school funds the balance*

*\$456,292*  
*\$210,304*  
*\$666,59*

Government of South Australia

Music - Resources	E-CAM-7172			\$500.00
Outdoor Ed Equipment Hire c/o \$1537.85	E-CHO-7128			\$1,537.85
Outdoor Education - Consumables	E-CHO-7121			\$900.00
Outdoor Education - Resources	E-CHO-7172		\$3,871	\$1,434.00
Physical Education/Health - Consumables	E-CHP-7121			\$8,000.00
Physical Education/Health - Resources	E-CHP-7172		\$8,632	\$632.00
Research Project - Consumables	E-CCF-7121			\$1,000.00
Research Project - Resources	E-CCF-7172		\$1,493	\$493.00
Science - Consumables	E-CSG-7121			\$12,000.00
Science - Resources	E-CSG-7172		\$18,510	\$6,510.00
Special Education/Learning Unit - Consumables	E-COS-7121			\$10,000.00
Special Education/Learning Unit - Resources	E-COS-7172		\$17,350	\$7,350.00
Sport - Consumables	E-CHV-7121			\$10,000.00
Sports - Resources	E-CHV-7172		\$12,000	\$2,000.00
Tech Studies - consumables	E-CTT-7121			\$2,000.00
Tech Studies - Resources	E-CTT-7172			\$1,000.00
Tech Studies Minor Equipment Purchase of Compressor	A-CTT-2650			\$13,500.00
Tech: Automotive - Consumables	E-CTA-7121			\$4,000.00
Tech: CAD Consumables	E-CTD-7121			\$500.00
Tech: CAD Resources	E-CTD-7172		\$44,691	\$500.00
Tech: Composite Materials Consumables	E-CTE-7121			\$1,500.00
Tech: Electronics Consumables	E-CTO-7121			\$5,409.00
Tech: Metalwork Consumables	E-CTM-7121			\$7,500.00
Tech: Woodwork - Consumables	E-CTW-7121			\$8,782.00
VET	E-COV-7184		\$65,000	\$65,000.00
Visual Art - Resources	E-CAA-7172			\$2,000.00
Visual Art Consumables	E-CAA-7121		\$18,848	\$16,848.00
Viticulture - Winery Production Costs (\$6k \$2,500 added for extra grapes)	E-CSV-7166-0001			\$8,500.00
Viticulture - Consumables	E-CSV-7121			\$500.00
Viticulture - Minor Equipment sales	E-CSV-7148			\$0.00
Viticulture - Resources	E-CSV-7172			\$500.00
Viticulture - Wine Launch	E-CSV-7178			\$2,500.00
Work Experience - Consumables	E-CVW-7121		\$100	\$100.00
Workplace & PLP - Consumables	E-CBB-7121			\$1,629.00
Workplace & PLP - Resources	E-CBB-7172		\$2,229	\$600.00

Curriculum - WS Other		
Aboriginal Social Justice	E-CCU-7199	\$800.00
Counsellor - consumables	E-CCC-7121	\$500.00
Counsellor - Resources	E-CCC-7172	\$500.00
Curriculum Submission: Ag	E-CCZ-7172-0023	\$9,500.00
Curriculum Submission: Art	E-CCZ-7172-0005	\$4,139.30
Curriculum Submission: Grounds	E-CCZ-7172-00	\$4,817.00
Curriculum Submission: HASS	E-CCZ-7172-0031	\$2,400.00
Curriculum Submission: HPE	E-CCZ-7172-0013	\$4,179.64
Curriculum Submission: Resource Centre	E-CCZ-7172-0011	\$687.00
Curriculum Submission: Special Ed	E-CCZ-7172-00	\$2,000.00
Digital Learning Resources	E-CCH-7144-0001	\$3,000.00
Falland Music Award	E-SGE-7970-0001	\$100.00
Info System - Daymap Licence	E-ZZI-7177-0002	\$14,500.00
Info System - Internet Charges	E-ZZI-7176	\$8,000.00
Info System - Resources/Accessories	E-ZZI-7172	\$21,500.00
Info System-Licenses	E-ZZI-7174	\$33,600.00
Solidwrks, YouAudit, Music, Wrdflyer, WebPref, SchoolInterv ev, VMWare, Adobe, Turnitin		
Info Systems - Clickview licence	E-ZZI-7177-0001	\$8,400.00

\$800  
 \$1,000  
 \$27,722  
 \$3,000  
 \$86,000  
 +laptops  
 \$162,785  
 \$248,785



Government of South Australia  
 Department for Education and  
 Child Development

SBPT- Parent Budget  
 Report Run: 02/09/2020  
 Site: Nuriootpa High School (0788)  
 Site Budget Plan: 2020 - 2020 Budget Approved at Governing  
 Council Mtg 02/06/20

Info Systems computer 3ckstations\$1k 5admindesktop\$5k switch\$4.5k hardwaremaint\$5klaptops\$145929	E-ZZI-7148	\$162,785.00
IT Submission: Art	E-CCH-7172-0012	\$2,800.00
IT Submission: CAD	E-CCH-7172-0023	\$2,698.00
IT Submission: Maths	E-CCH-7172-0015	\$1,386.00
IT Submission: Resource Centre	E-CCH-7172-0006	\$1,467.00
IT Submission: Science	E-CCH-7172-0007	\$1,350.80
IT Submission: Sport	E-CCH-7172-0003	\$298.00
Mind Matters/Peer Support	E-CCW-7199-2000	\$4,000.00
PB4L Consumables	E-CCV-7121	\$4,000.00
Resource Centre - Consumables	E-CCR-7121	\$1,500.00
Resource Centre - Resources	E-CCR-7172	\$14,000.00
School Houses	E-SGP-7199-0001	\$2,500.00
Sense of Self	E-COA-7121	\$1,500.00
Social Justice - Consumables	E-CCU-7121	\$1,000.00
Text Books	E-CCZ-7108	\$14,844.00
Thursdaay Foodies c/o \$958.96	E-CPD-7139-0004	\$958.96
Vine Inn Student Welfare Donation c/o \$14375.28	E-ZOJ-7121-0002	\$14,375.28
Whole School Curriculum (SIP Teaching & Learning)	e-ccz-7562	\$15,000.00
WS - Class Supplies/Expenses	E-CCZ-7121	\$4,000.00
WS - School Prize Giving	E-CCZ-7178-0002	\$1,000.00
WS - Student ID Cards	E-ZZS-7199-0001	\$5,000.00
WS - Student Wellbeing (approx \$1 per student)	E-CCW-7121	\$1,050.00
WS - Year 11 & 12 EOY Presentation, BBQ & Exam Venue Hire	E-CCZ-7178-0001	\$4,000.00
Year 12 Week 1 Day	E-CXC-7910-0002	\$1,000.00
Yr 08 Activities	E-SGE-7940-0003	\$1,000.00
Yr 09 Activities	E-SGE-7940-0004	\$1,000.00
Yr 10 Activities	E-SGE-7940-0005	\$1,000.00
Yr 11 Activities	E-SGE-7940-0007	\$1,000.00
Yr 12 Activities	E-SGE-7940-12GN	\$1,000.00
Yr 7 Transition	E-SGE-7121-0001	\$1,000.00
<b>Total Curriculum Maintenance</b>		<b>\$666,596.12</b>

\$9,999  
 \$15,500  
 \$11,000

#### 4. BUDGET PROCESS TIMELINE 2021

### NURIOOTPA HIGH SCHOOL - TIMELINE FOR 2020 BUDGET PROCESS NEEDS TO BE REVIEWED for 2021

	WHAT	WHEN	WHO
1	All Staff to receive information for ICT, Resources, Furniture & Textbook Curriculum Submissions on Tuesday 17 September.	Term 3, Week 9	Business Manager
2	Draft 2020 Budget to be presented to Leaders Meeting	Term 3, Week 9 check rotation of meetings	Principal & Business Manager
3	Curriculum submissions close 16 October 2019. Forward to Business Manager	Term 4 Week 1	Budget Managers
4	Finance & ICT Committees consider submissions during Week 3	Term 4, Week 3	FAC/ICT Committee
5	Budget Managers to be advised of the allocation of submissions	Term 4, Week 5	Principal & Business Manager, All Staff
6	<b>Draft 2020 Budget to Finance Committee</b>	Term 4, Week 8	FAC
7	<b>Finalise Draft 2020 Budget ready for Gov. Council Term 1, 2020.</b> Budget Managers advised that essential curriculum items required for start of the year can be ordered based on funds allocated in 2019. Faculty budgets for consumables and resources will be finalised in Term 1 2020.	Term 4, Week 8	Principal & Business Manager
8	<b>2020 Draft Budget (including Global Budget activity) taken to Finance Committee and Governing Council to be accepted, as the Interim 2020 Budget.</b> For use at the beginning of the year, until the 2020 RES is confirmed after the February census collection.	Term 1 2020 Weeks 2 & 3 FAC & Gov Council mtg	Principal, Business Manager, FAC & GC

2020 FACULTY SPENDING CLOSES 25 SEPT

TERM 4: APPROVAL WILL ONLY BE GIVEN FOR SPENDING FOR SPECIAL EVENTS, CAMPS AND EXCURSIONS AND APPROVED EMERGENCIES.

#### 5. DRAFT BUDGET 2021 Gerri, Andrew and Ann-Marie have commenced process

Things to consider:

New build has \$240K Furniture, Fittings and Equipment budget Will we need to put aside additional school funds?

Do we have Curriculum and ICT submission for 2021?

### **Staffing Update 2020**

- Sam Nietschke (0.8) is replacing Georgiana Quintal for the remainder of this year.
- Ian George has been appointed as Groundsperson for the remainder of the year. Ian has previously worked at schools in the northern suburbs and will commence in the role in Week 8.
- Eyi Agyen has been appointed as SSO Disability Unit
- Congratulations to:
  - Rachel Donovan
  - Lindy Grigg
  - Deb Robertsonfor gaining permanency as SSOs for 15.25 hours per week. They continue to work more hours than this, but these are their permanent hours. Great to have them on board permanently.
- Bob Hayden has been appointed as Bus Driver for the Sedan run and the school retains the DfE Yellow bus. Bob is also available to drive the bus for school excursions and camps.

### **Staffing Update 2021**

- Update re leadership positions for 2021 for the next 5 years:
  - Sarah Afshin-Pour is returning as the FLC Leader
  - Rhys Lacey will continue in the HPE Leader role
  - Olivia Porteous is returning as Female Wellbeing Leader.It is great to have continuity of great leadership.
- HASS/Languages Leader panel is in progress.
- The Disability Unit/Special Class position is still at the Advertised stage.
- Jenny Howard, Anne Johnson and Georgiana Quintal have been appointed to our school permanently.
- The permanent positions of Senior School Maths (1.0FTE), Chemistry and Science (0.6FTE) and Psychology and Science (0.6) have closed. Andrew will chair the Psych/Science panel and I will chair the other 2 panels. AEU reps are currently being finalised for these panels.
- We have decided that we will have a Year Level Leader (B1 leadership position) for Years 9 and 10 and a Year Level Manager at Year 9 and Year 10 (teacher position with one less teaching line). This mirrors the Years 11 and 12 model and is the model that we have trialled this year. We are trialling this model for another year at Years 9 and 10 due to the COVID interruption to this model.
- PAC have begun the conversation about what does the Years 7/8 team look like for 2021.
- We are looking at the configuration of the non-curriculum SSO hours. PAC members are considering the many factors that impact on how these hours are used and are there things that we need to discuss going forward.

### **Staffing Update 2022**

- The 2 permanent primary positions of English/HASS and one Maths/Science were declared during week 6.
- Leadership time will need to be determined and how we will use that – we need to draft a 2022 budget to have a rough idea about this.

### **Principal's Tour**

On Monday, August 31<sup>st</sup> we had the Principal's Tour later in the afternoon. We had about 185 parents and students register for the event and some extras turned up!

We started in the gym with a short information session and then the Exec Team took groups of parents and students around the school.

It was a very positive afternoon with some great feedback.

### **Student Numbers Update for 2021**

At this stage we have 247 Year 8 students in the mainstream and 5 students in the Disability Unit to enrol with us next year.

The 247 students is above our ceiling so I have been able to get an actual (not a desktop) audit to be done at our school. It will happen on Wednesday of week 9.

### **Counselling Week.**

This was a very successful and positive week, with nearly all of our Disability Unit and Special Class and Year 9s – 11s being counselled. This provides us with the information on which the timetable for 2021 will be built. A huge thanks to the staff who undertook this work'

### **One Plan**

The Exec Team met with the project officer on Tuesday afternoon to get some feedback on the plans that we had drafted. This has provided us with a deeper understanding and some ideas about how we will work with staff to implement these plans.

### **Year 7 to High School Update**

The Executive Team are working on an implementation tool to undertake this work, in collaboration with the leadership team. The topics we are addressing via this implementation tool are:

- Curriculum Planning and Student Learning
- Staff Planning
- Facilities Planning
- Budget Planning
- School Community
- Professional Learning
- Required Transition
- Required Orientation
- Required Engagement

### **Year 7 Facilities Update**

- Ann-Marie has been working with faculty leaders who are getting new rooms to develop the Furniture, Fittings and Equipment (FFE) budget. There is \$240K in the budget for this but it may include the update of the security system and the hearing loop system. This has also at times included the stoves etc – it moves depending on the construction budget.
- Tender should have gone out late last week.
- I am still working on staff car parking alternatives during the build.

**The current start date for the build is December 7<sup>th</sup> with a predicted finish date in late October, 2021.**

### **New Special Class in 2022 - no update – work is still happening in the background**

The proposal re the DU and additional Special Class in 2021 is with Year 7 to High School team.

### **Congratulations to the SRC Team and the Blue Gums Project**

Congratulations to the students and staff on their work in the Blue Gums during week 4 to plant the grasses. The students have engaged in many conversations and much planning with Chris Hall from the NRM, including being successful in gaining a grant to do this work. It was great that the Special Class/DU students continue to be a part of this work with Will and the ATSI students who were able to also continue their involvement in this area.

### **First Day Back next year**

Students come back to school next year on Wednesday January 27<sup>th</sup>.

### **Aboriginal Students coming to our school in 2021 and 2022**

Barossa Partnership has a project to support our Aboriginal learners currently in Years 5, 6 and 7 as part of their transition to high school. Anne Barclay, Jenelle Draper, Nat Axo and Brooke Klose are the team working on this project. Key parts of the project are:

1. Learner Information templates have been completed for most of these learners by the primary schools and given to us. There are 14 students in this category.
2. We have divided the students into 2 groups depending if they have a verified disability.
3. Primary schools have provided us with the key contact at their school for each of these students – or the staff member who will meet with our team to discuss the One Plans. Our teams are then arranging times for meetings about One Plan for each student before the end of this term.
4. During weeks 1 – 3, term 4, the teams will meet with the school contact and the families, probably at the high school

5. On Wednesday, week 6, Term 4 the students from the primary school (Years 5 – 7) will come to the high school for an additional transition visit from 12 noon – 2pm with lunch and activities being provided. These students will then meet our current ATSI students.

#### APPENDIX 4. BUILDING & GROUNDS MEETING MINUTES

<b>BUSINESS ARISING FROM PREVIOUS MINUTES:</b>	
Tree Audit	25/8 Job raised with DPTI quote \$2,800 to include Ag paddocks & blue gums
Tree near road into school (claret ash)	Has been trimmed. Barossa Trees reported tree is dying and will require removal
Trees in courtyard	2 have died. Look at replacing when new building has been completed.
Balcony Science Building	Gates have been installed
Year 7 Facility update	Going to tender 31/8 DPTI have already chosen 3 tenderers
Home Ec upgrade	Junckens have been out to relook at quoting for kitchen upgrade and foyer area. School to submit 3 Project Commencement Forms – one each for both kitchens and foyer
Vineyard lease	Graetz Irrigation to provide quote. Meter to come off a current Council line.
Canteen	New cool room will be installed in Oct holidays
Building 1 Windows	Window replacement will continue to end of Oct holidays.
Umbrellas	Covers are deteriorating. Ann-Marie check with supplier Felton Industries
Languages Building fence	Ann-Marie and Gerri to inspect
Hospitality Centre	Door cracked on western side – 25/8 job raised to Junckens to repair
Main entrance to Northern Oval	<ul style="list-style-type: none"> <li>• 2 way valve is located near driveway – vehicles damage. Are is bunted off, Peter is going to repair</li> <li>• Culvert installed with double gate</li> </ul> Ann-Marie to discuss with Michael Herbst
Bins	Recycling bins around the school are not used correctly. Ann-Marie to take to SRC – we can't see a solution, any ideas? Students take recycled waste home? Remind staff re yellow bins cardboard/paper, blue bins confidential documents. Cans/bottles from staff room – Peter B is recycling.
Summary of Maintenance	Science Building – air cond to be replaced Art Building – air cond to be replaced General plumbing and electrical work. Tech – installation of power, data and desktop computer Art Kiln room – leak – continue to monitor Gutters have been cleaned
<b>NEW BUSINESS</b>	
Possible new Disability Building	Awaiting confirmation
Relocation of shades and benches	To northern side of Disability Unit
Capacity Audit	School has requested a Capacity audit (wk 9) – our capacity is 225 new year 8's – have up to 245 enrolments to date. Building 15 needs re-stumping.
Privacy screens Boys/Girls toilets	Update Asbestos register – girls side has been placed, boys side is asbestos. Ann-Marie to follow up
Memorial Hall toilets/Change rooms	Vandalism Toilet paper thrown in fans Fan in Boys toilet Mem Hall not working – Ann-Marie to follow up