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**SCHOOL OF SPECIAL EDUCATIONAL NEEDS: MEDICAL AND MENTAL HEALTH**  
**Agenda - SCHOOL COUNCIL MEETING**  
**3.30pm – 5.00pm Tuesday 6<sup>th</sup> December 2022**  
PCH L3 Conference Room

**Council Members:** Caleb Jones (Principal SSEN:MMH), Marya Stewart (Non-Gov School Representative - Director, Trinity College); Aaron Thomas (Public School Representative - Principal, Margaret River PS); Amber Lewis (Student Representative); Sylinda van Amerongen (Community Representative - Parent); Candice Carlon (Community Representative – Parent); Sharon Delahunty (SMHS Representative - Nurse Director, FSH), Jo Mulder (WACHS Representative - Team Leader, South West); Deborah Stamatiou (Senior Teacher SSEN:MMH); Jo Hicks (Senior Teacher SSEN:MMH); Marie Slater (CAHS Representative – Exec Director)



**Chair:** Marya Stewart

**Executive Officer:** Sarah Kelly (*Corporate Services Officer, SSEN:MMH*)


**Apologies:** Candice Carlon; Aaron Thomas; Sharon Delahunty, Jo Mulder

AGENDA	LED BY	DISCUSSION	ACTION
1. Chairperson Welcome	Marya Stewart	Marya welcomed members to the meeting.	
2. Acknowledgement of Country	Marya Stewart	Marya acknowledged the traditional custodians of the land.	
3. Apologies	Marya Stewart	Apologies received from Sharon Delahunty, Candice Carlon, Aaron Thomas and Jouke Mulder	
4. Conflict of Interest	Marya Stewart	There was no conflict of interest declared.	
5. Business arising from the last Meeting	Marya Stewart	Feedback from School Council was received positively, and adjustments made, the council endorsed the Health team and Enrolling school surveys.  Council was impressed by the postcard as a tool to promote and introduce the school, with QR code to school website. Postcards to be circulated and Marya suggested all new council members be given copies.  Sarah created a nomination form. Caleb had circulated to relevant health service providers.	

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<b>6. Principals Report</b>	Caleb Jones	 SSENMMH T4 2022 Principals Report.pd <b>Caleb spoke to the Principal's Report and highlighted key areas.</b> <ul style="list-style-type: none"><li>• COVID emergency response ceased.</li><li>• Term 4 2022, return to normality in teaching and liaison programs</li><li>• New program - CAHS Rare &amp; Undiagnosed Disease Service</li><li>• Growth in student need from Sth Metro eg YHITH</li><li>• Trial of limited referrals from 1 Child Development Service</li><li>• Recruitment processes over Term 4, Regional and Metro Teacher Pools, AIEO, Resource Officer.</li><li>• Sarah Cattermole successful to AIEO position</li><li>• Farewell to Trevor Briedis for 1 year and Keren Provost acting.</li><li>• Acknowledgements and farewells - Steve Graham, Glenn Carroll, Rosemary Burton, Amanda Betts, Kellie Shaw and Emily Drew.</li><li>• Workforce plan in 2023 to uplift to a minimum of 0.8 permanency where possible, sharing skills and knowledge across staff, program consistency</li><li>• SSEN: MMH will continue use of Tuart campus.</li><li>• MOU with 5 HSPs to be signed soon.</li><li>• Caleb confirmed Marya would complete her 12mths as Council Chair. Caleb thanked Marya for her service. Marya advised school council of the role, the role not being onerous and noted she enjoyed her time as Chair.</li><li>• Caleb also advised that Sarah Kelly would be on secondment to another school for 1 term so step down as Executive Officer.</li></ul>	
<b>7. School Plan 2020-2022 Summary</b>	Caleb Jones	 SSENMMH School Plan 2020-22 Summæ Caleb tabled the School Plan 2020 – 2022 Summary. Points highlighted in green all completed. Student Achievement – online student voice survey had 10x more respondents than previous surveys – great result.	

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		<p>Working groups across Student Voice, Transition, Play Based Learning (NQS Learning environment), Diverse Learning, P&amp;SC and Literacy were all achieved, staff survey feedback indicated progress.</p> <p>Online learning was accelerated driven by Covid, staff survey demonstrates all staff confident with online learning.</p> <p>Future Leaders now a network Network2 regions hold a regular advisory / planning group including SSENs.</p> <p>Relationships &amp; Partnerships – Implemented staff wellbeing framework &amp; series of modules for staff in network meetings.</p> <p>Quality Teaching Strategy described and will play an important part in the next school plan.</p>	
<b>8. School Plan 2023-25 Draft</b>	Caleb Jones	<p>Caleb presented a PowerPoint to council members on progress of draft. 2023 to streamline school plan to 6-7 focus areas.</p> <p>Extended leadership and staff had refined to 6-7 priorities areas, more streamlined that 10 over last 3 years. Caleb sought more feedback from the council using a Menti and in discussion.</p>	<b>ACTION 1</b> Any additions to be emailed to council members.
<b>9. Financial Reports</b>	Caleb Jones	<p>Operational One Line Budget Statement – as at 22/11/22</p> <div style="text-align: center;">  <p>One Line Budget Statement.pdf</p> </div> <p>The report was tabled. Caleb explained surplus due to a number of unfilled positions through 2022. Due to Covid SARS, couldn't utilise casual salary for relief in health settings. Met the minimum expenditure requirement.</p>	
<b>10. Proposed School Development Days 2023</b>	Caleb Jones	<p><b>For endorsement:</b></p> <ul style="list-style-type: none"> <li>• Term 1: Monday 30 January (<b>mandated</b>) Tuesday 31 January (<b>mandated</b>)</li> <li>• Term 2: Tuesday 6<sup>th</sup> June</li> <li>• Term 3: Monday 17<sup>th</sup> July Tuesday 18<sup>th</sup> July</li> <li>• Term 4: Friday 15 December (<b>mandated</b>)</li> </ul>	<p>Council endorsed the 2023 dates.</p> <p>Tuesday the 6<sup>th</sup> of June was the Term 2 selected date, Fri 2nd June was supported otherwise.</p>

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<p><b>11. Proposed School Council Meeting Dates 2023</b></p>	<p>Caleb Jones</p>	<ul style="list-style-type: none"> <li>• Term 1 - 28 March 2023</li> <li>• Term 2 - 20 June 2023</li> <li>• Term 3 - 12 September 2023</li> <li>• Term 4 - 5 December 2023</li> </ul>	<p>School Council meeting dates 2023 were agreed by Council.</p> <p><b>ACTION 1</b> Sarah to distribute placeholder calendar invites to all members for 2023.</p>
<p><b>12. Membership</b></p>	<p>Caleb Jones</p>	<p>Recognition of Terri-Lee Barrett and Deb Stamatiou, Caleb thanked them both for their service.</p> <p>Nomination form circulated to CAHS and EMHS</p> <p>Staff nomination to be called for at SDD and circulated Term 1 2023</p>	<p><b>ACTION 2</b> Caleb to follow up early 2023 regards CAHS and EMHS nominations.</p> <p><b>Action 3</b> Executive Officer to provide all new members links to Modules 1 &amp; 2 in Term 1.</p>
<p><b>13. 2023 School Council Chair Nomination</b></p>	<p>Caleb Jones</p>	<p>Caleb confirmed Marya stepping down as Chair and a replacement from current members would be required. He encouraged members to consider the 1 year (4 meetings) role. Marya described the role as not onerous, well supported by Caleb and Sarah, and mainly to check in with Principal and chair the meetings.</p>	<p>No nominations put forward in the meeting.</p> <p><b>ACTION 4</b> Caleb to follow up with minutes to seek 2023 Council Chair nomination, before next meeting.</p>
<p><b>14. Other Business</b></p>	<p>Members</p>	<p>No other business arising.</p>	
<p><b>15. Next Meeting - Term 1, 28<sup>th</sup> March 2022</b></p>			
<p><b>16. Meeting Closed</b></p>	<p>Marya Stewart</p>	<p>4.55pm</p>	