

SCHOOL OF SPECIAL EDUCATIONAL NEEDS - MEDICAL AND MENTAL HEALTH
MINUTES - SCHOOL COUNCIL MEETING
3.30pm – 5.00pm Tuesday 30th March 2021
PCH – L3 Conference Room




Council Members: Caleb Jones (*Principal SSEN:MMH*), Mary Turner (*Chair & Community Representative - Parent*), Alison Elgar (*Community Representative - Parent*), Jo Hicks (*Teacher SSEN:MMH*), Louise Splatt (*Senior Occupational Therapist, EMyU*), Deborah Stamatiou (*Teacher SSEN:MMH*), Betty Steamer (*Midwest CAMHS, Team Leader*), Marya Stewart (*Director, Trinity College*), Amber Lewis (*Student Representative*)


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

Apologies: Terri-Lee Barrett (*A/Exec Director, CAHS*), Sylinda van Amerongen (*Community Representative - Parent*); Sharon Delahunty (*Nurse Director, FSH*)

Guests: Julie Van Der Ende (*Senior Teacher SSEN:MMH & Future Leaders Program participant*)

AGENDA	LED BY	DISCUSSION	ACTION
1. Chairperson's Welcome	Mary	Mary welcomed old and new members to the meeting. Mary introduced Amber Lewis, new student representative and all members present were introduced. Amber is a senior student who has received SSEN:MMH support. Mary discussed John Hesketh contribution to SSEN: MMH School Council and has written to Mrs Hesketh to pay respects on behalf of School Council.	
2. Acknowledgement of Traditional Custodians	Mary	Mary acknowledged the traditional custodians of the land.	
3. Apologies	Mary	Apologies received from Terri-Lee Barrett, Sharon Delahunty & Sylinda van Amerongen	
4. Conflict of Interest	Mary	There was no conflict of interest declared.	
5. Business Arising from the Minutes	Mary	Actions addressed and will be followed up during items this meeting. There was no other Business Arising.	
6. Minutes of Last Meeting	Mary	The minutes of the previous meeting were accepted. <i>Alison/Jo Hicks</i>	
7. Review Terms of Reference - membership	Mary	Nomination for student representative by Amber Lewis. A motion to add a student representative to the Terms of Reference supported by members by email between meetings. Amber, under 18 is a student rep. This was positively reinforced by all members. Seeking nomination for replacement for Armando as Education representative - Public Schools. Discussion by members through email about seeking a country and metro education representative. Caleb moved that the community representation increase by one to accommodate this. <i>All in attendance agreed.</i>	ACTION 1 – Caleb to follow up nominations for Education rep – country and metro. ACTION 2 – Sarah to update and share reviewed Terms of Reference.

		 SSENMMH TERMS OF REFERENCE.pdf	
8. Principal's Report	Caleb	<p>Caleb tabled and spoke to the Principal's Report.</p> <p>(Report attached with minutes).</p>  SSENMMH T1 2021 Principals Report.pd	<p>ACTION 3 – Sarah to distribute Principal's Report with Minutes</p> <p>ACTION 4 – Sarah to forward invitation to council members once Mary's event confirmed.</p>
9. Staff Survey Summary	Julie	<p>Julie presented the Staff survey report with key messages outlined.</p>  2020 Staff Survey Update to School Cc	

		<p>20% of staff do not feel confident in their knowledge and skills to implement effective teaching strategies for Aboriginal students. Area for continued growth with AIEO.</p> <p>Learning Environments - 97% of staff feel confident in providing safe and supportive environments.</p> <p>Relationships and Partnerships - Strong, positive responses across statements in this domain reflects the confidence of SSEN: MMH staff in facilitating effective communication and collaboration. For further exploration, 20% of staff reported that they do not feel valued as individuals. Staff to workshop to understand further. In summary staff are proud to work at SSEN: MMH.</p>	
10. Student and Parent Surveys	Caleb	<p>Student voice survey recently launched trial. Staff promoting and students using QR code to access survey (Microsoft forms). Already 30 responses which is greater than previous NSOS student surveys. It is ongoing and we are working on how to feedback to staff for celebration and improvement.</p>  <p>Amber suggested rather asking the student to participate in survey as during stay, ask on discharge. Something she found as an inpatient was so many medical distractions. Feedback noted by Caleb to pass on to the survey working group.</p>	
11. Financial Reports – Operational One Line Budget	Michelle	<p><u>Operational One Line Budget Statement – as at 31/12/20</u></p> <p>The report was tabled. Caleb explained for new member interpreting the documents. Caleb explained surplus due to unprecedented Covid-19 eg limits on travel, PL, home teaching supported through COVID Med Referral project by Department. School planning directed surplus to 2021 trial programs.</p> <p><u>Preliminary Student Centred Funding Statement</u> was tabled showing an allocation for 2021 of \$7,093,622. This statement is the first using funding model negotiated and approved in 2019. The 2021 school budget was tabled. Caleb described key figures. Some big ticket items like NBN discontinued as Department have increased bandwidth.</p>	
2021 School Budget			

		Staff PL policy trialling a change to allow more equitable flexibility for staff to access funds as external PL often more expensive. SSEN:MMH also cater for staff internal through Professional Networks.	
12. Statement of Expectations 2021 - 2024	Caleb	Public Schools all moved one agreement for all schools, a commitment by DG. 3 year agreement. Council noted and the Chair signed	
13. School Funding Agreement	Caleb	Caleb outlined the school's responsibility and accountability to spending through the annual funding agreement. Council noted and Chair signed.	
14. Public School Review – ESAT & Council Input	Caleb	Caleb showed council the template of draft content to be uploaded to the Electronic School Assessment Tool (ESAT). Explained it is a self-assessment for schools with validation process. School staff have and will be busy preparing. Request to Council members for input to submission, Caleb to share in a manner to allow responses. Also request for members to participate in group interviews on the validation visit day – Wed 19 th May. Council were agreeable. ESAT to be submitted in week 4.	ACTION 5 – Caleb to share ESAT information for council input.
15. Annual Report 2020	Caleb	Still finalising. Council to feedback and endorse via email next term.	
16. Election of Council Chair	Caleb	Acknowledged Mary's final meeting as Chair and community rep. Caleb explained nomination procedures for new Council Chair. Not a role the Principal can conduct, not desirable to be a staff rep. No nominations for 2021 received from community reps since last meeting, though some interest. Caleb proposed that the Chair could rotated each term while we seek a better solution. Members agreed to take turns. Alison Elgar nominated as Chair for Term 2 and 3. Alison thanked. <i>Members all agreed.</i>	ACTION 6 – Caleb, Mary and Sarah to make contact with Alison in preparation for Term 2 meeting.
17.Any Other Business	Mary & Members	Sarah providing links for any new Council members. Please find module 3 & 4. https://www.education.wa.edu.au/dl/p82eld https://www.education.wa.edu.au/dl/ejzv2m	ACTION 7 - Sarah to provide links to Modules 5 & 1 for next meeting.

18. Next Meeting - 15/06/21			
Meeting Close		5.20pm	