

Gnowangerup Training Centre

2007 Annual Report



Manager's Report

The 2007 school year has seen the Gnowangerup Training Centre (GTC) continue to flourish and will develop from its uncertain beginning at the commencement of the 2006 school year. There has been a significant increase in male and female students (Year 10 and 11) participating in the Certificate I and II Rural Operations. This has been brought about predominantly by the success of the 2006 program and the outcomes achieved by the students and the positive perception and usage of the Centre by schools and the wider community.

GTC also continues to address the training needs of a wide section of the community in Western Australia. This is reflected in the numbers of participants utilising GTC as way of addressing training and employability skills requirements. This has seen a further fostering of the relationship with Great Southern TAFE (both Albany and Katanning Campuses).

As the year has progressed the GTC has also developed partnerships with external agencies to meet the training and information needs from a wide cross section of the community. These partnerships include the Small Business Enterprise Centre, Farnbis, John Deere, Elders, Farmworks, Landmark, community groups and private training providers. These partnerships have not only provided the community with identified training and information needs, but has also increased the exposure of GTC into the wider community.

There have been two major highlights for the Training Centre in 2007. These being the long awaited land acquisition and the Reunion and Anniversary.

Land Acquisition

The new 'block' is to be called the '**Warren/Fazey Block**' in recognition of the outstanding service that Assistant Farm Supervisor Cliff Warren and Farm Supervisor Laurie Fazey have contributed for over 20 years.

Both of these gentlemen have seen some major changes in their time at the Gnowangerup Agricultural School and now the Gnowangerup Training Centre. One thing does remain common however and that is the fact their service has been based on making a positive impact on all of the students that have been under their guidance. In working with some troubled youth in the Agricultural School Days, they have shown a tremendous ability to develop and foster relationships so that they could assist many of their students make a positive contribution to society.

Above all they are outstanding and professional gentlemen, who have embraced the new direction for the Training Centre and continue to strive hard to improve the learning and social outcomes for their students that come under their experienced and knowledgeable guidance

The main block is split into 3 paddocks.

'Pech Paddock'

In recognition of Agricultural Advisory Chairman Ken Pech AM JP.

Ken has been a member of the Council for a great many of years. Ken has been instrumental in the process of acquiring the new land for the Training Centre. Without his determination and efforts this would not have been possible. Ken has also given of his own time freely for many years to assist with projects on site and assisting former students with their career and life skills development. He is a man of high integrity and values and this is a small recognition of his generosity and guidance over many years.

'Hinkley Paddock'

In recognition of the support shown by Brenton Hinkley and the Hinkley family in making the new block available for purchase. The offer has been available for over 4 years and Brenton maintained his willingness for the Training Centre to have the block, to enhance the programs on offer. Without his support this fantastic asset for the Training Centre and it's students would not be available today.

'Fischer Paddock'

In recognition of the achievements of Garry Fischer, Manager Agricultural Education. Garry has been a long term supporter of Gnowangerup Agricultural School and most importantly, his firm commitment to the ongoing success of the Gnowangerup Training Centre. In his role as Manager he also overseen a review of the WA College of Agriculture and has developed a more economic model of operation for its financial commitments to all Agricultural Colleges. Garry will be retiring in the near future and this small gesture is a manner of appreciating his service.

Reunion and Anniversary

This was a very successful day held on Saturday 6th October. Although numbers were down on what was expected a good time was had by all. It was fantastic to here some stories from the good old days, and how tough it was for all concerned in starting such a school from scratch.

We also took the opportunity to make special recognition of our long term advisory member Norm White. Norm has made an invaluable contribution to both the Ag School and Training Centre, over a considerable amount of years. He has also been a very proactive member of the Combined Advisory Council, and has been a 'fighter' for us here at Gnowangerup. As such the entrance to the Centre has been named the "Norm White Entrance". Congratulations and thank you Norm.

It was also important to recognise the Indigenous history and heritage of the site. Many Aboriginal people were born and raised here on site during the 50's and 60's. Through consultation with the local Noongar community, two paddocks and the main laneway have been named to reflect this. Paddock 17 is to be known as "Koorf" or heart. Paddock 21 will be called "Koolanka" or children. The laneway from Black Road through to Muir Hill be called "Koreng Laneway" which recognises the traditional tribal name for this area.

The GTC continues to have a strong and active Agricultural Advisory and Management Council. 2007 has seen three new members join the Council and their input has and in conjunction with existing members, will assist and support the Centre in its future directions. The Council, under Chairman Mr Ken Pech AM JP, was instrumental in the Centre securing additional land during late 2006 and early 2007. The recently acquired land has been utilised immediately with the Western Australian College of Agriculture Denmark students completing their cropping program on site in Gnowangerup. The additional land has allowed the Centre to utilise existing farm land to provide further training and research opportunities for students and the wider community. This includes developing partnerships with private organisations in supporting livestock, pasture and cropping trials. This has allowed students and the community to be exposed to contemporary and future agricultural practices, which has enhanced the programs that are on offer.

As GTC continues to grow it has placed an increased workload on all staff. All staff has embraced the change in direction and has committed themselves unequivocally to the future of the Centre. The Administration Team identified this issue early in 2007 and put in place, strategies to address these. This included the appointment of an additional fulltime and part time Agricultural Technical Officer (supported from School Salary Pool). This has significantly reduced the workload and overtime required by farm staff to carry out teaching and assessment processes and daily and seasonal farm operations.

My role as Manager has given me the opportunity to work with and support a wonderful staff. They are fully committed, professional and diligent and have genuine concern for the students and 'clients' that are involved in GTC.

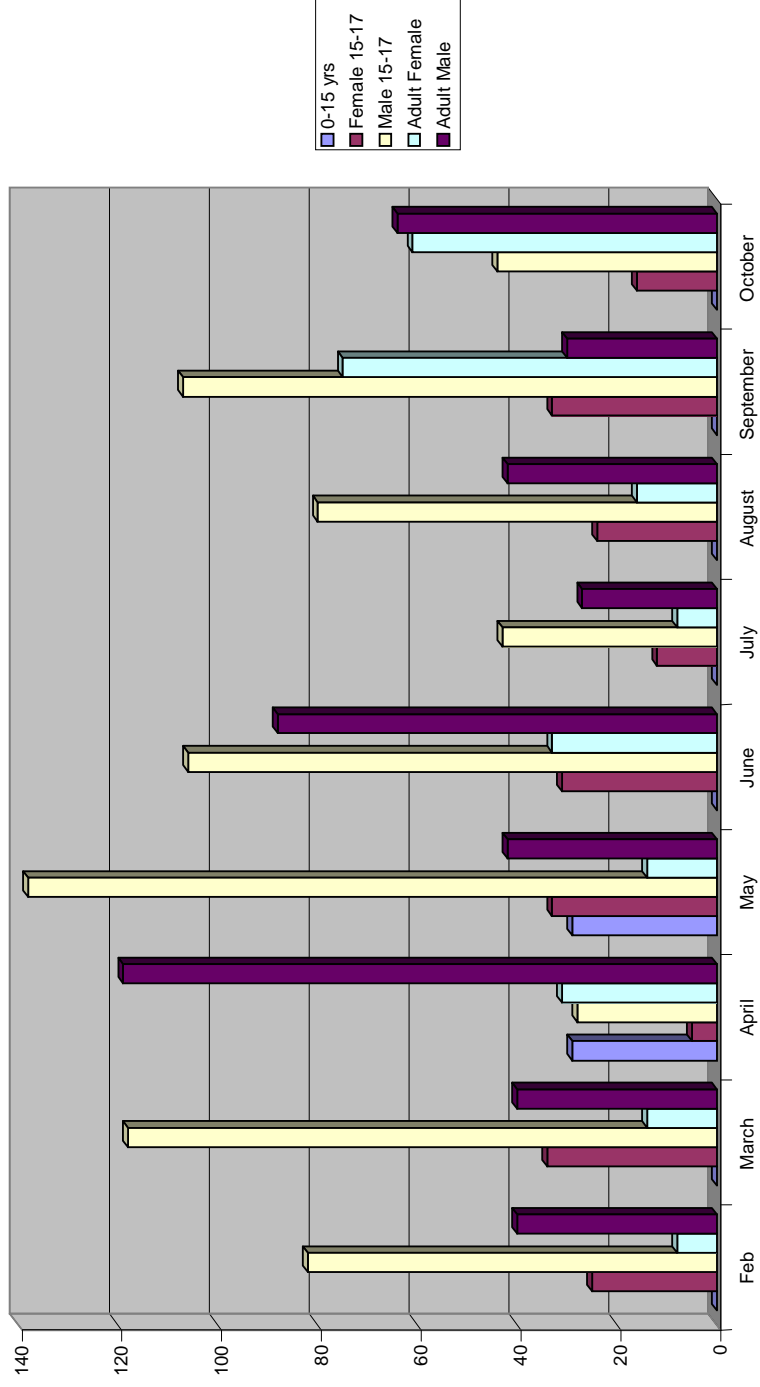
The GTC made a significant step in 2006 to establish a viable education and training facility and as 2007 has unfolded it has reinforced and enhanced the programs that it can deliver and support. It runs on an efficient human, physical and financial model, when considering the scope of the site, provides a significant range of learning outcomes for students and adults in the wider community. I would like to recommend a series of initiatives and processes which can see the Centre continue to become a unique opportunity to add another dimension to agricultural, training and trade skills programs.

Greg Hunt November 2007

**Yearly
Summary**

Month	0-15	Female 15-17	Male 15- 17	Adult Female	Adult Male	TOTAL	GTC Contact	Non GTC Contact
Feb	0	25	82	8	40		493	94
March	0	34	118	14	40		983	573
April	29	5	28	31	119		853	1079
May	29	33	138	14	42		933	228
June	0	31	106	33	88		1152	732
July	0	12	43	8	27		239	283
August	0	24	80	16	42		458	356
September	0	33	107	75	30		709	272
October	0	16	44	61	64		825	759
TOTAL	58	213	746	260	492	1769	6645	4376

2007 Demographics



The above data indicates a continued increase in the use of facilities by a wide cross section of the community. In comparing data from 2006 the following observations are noted:

- An increase in the number of 15-17 year old female students
- An increase in the number of 15-17 year old male students
- An increase in the number of adult male and female users

These increases have been brought about by the expansion of the 2007 Certificate I & II Rural Operations program, and the increased awareness of the facilities for training and education purposes, in the wider community.

Certificate I & II Rural Operations 2007

These two courses provide the foundation for our Training programs, for the key area of 15-19 year olds. With the implementation of the 'Raising the School Leave Age' this year, and to be extended to Year 12 in 2008, this has shown a greater interest for students who are now required to remain at school. As such, the program needed to reflect this, by ensuring that meaningful, challenging and rigorous processes are in place to ensure the best possible outcomes for the students.

Certificate I Outline

RTC1801 A Prepare for Work
RTE1102A Support Intensive Livestock Work
RTE1201A Maintain the Workplace
RTE 1001A Support Agricultural Crop Work
RTE1101A Support Extensive Livestock
RTC1301A Operate Basic Machinery
RTC1701A Follow Basic Chemical Safety Rules
RTC1302A Assist with Routine Maintenance of Machinery and Equipment

Certificate I Student Enrolments 2007

<i>School</i>	<i>Boys</i>	<i>Girls</i>	<i>Total</i>
Katanning SHS	10	5	15
Gnowangerup DHS	4	3 (1 SWL)	7

Certificate I Students Completion

<i>School</i>	<i>Boys</i>	<i>Girls</i>	<i>Total</i>
Katanning SHS	6	3	9
Gnowangerup DHS	2	2	4

The discrepancy between the enrolment and completion numbers is attributable to students leaving the program after finding that it did not suit their needs.

All of the students, who remained in the program, successfully completed their qualification.

Certificate II Outline

RTC 2701A
Follow OHS Procedures
RTC2702A
Observe Environmental Work Practices
RTC2704A
Provide Basic First Aid
RTC2705A
Work Effectively in the Industry
RTC 2801A
Participate in Work place Communications
SFIQUA206A
Handle Stock
RTC2209A Install, maintain and repair fencing
RTC2301A Undertake Operational Maintenance of Machinery
RTC2307A Operate Machinery and Equipment
RTC2309A Operate Tractors
RTE201 1A Assist Agricultural Crop Establishment
RTE 2029A Assist Agricultural Crop Maintenance
RTE2030A Assist Agricultural Crop Harvesting
RTE211 1A Identify and Mark Livestock
RTE2136A Load and Unload Livestock
RTE2115A Muster and Move Livestock
RTE2117A Pen Sheep
RTE2212A Prepare Grain Storages
RTE2128A Provide Feed for Livestock
RTC2210A Maintain Properties and Structures
RTC3209A Plan and Construct Conventional Fencing
RTC3404A Control Plant Pests, Diseases and Disorders



Sasha Ritchie- GDHS (SWL)



Casey Doak (KSHS), Denham Mills (KSHS Cert II)
and Ashlee Sampson (KSHS)

Certificate II Student Enrolments 2007

<i>School</i>	<i>Boys</i>	<i>Girls</i>	<i>Total</i>
Katanning SHS	3	0	3
Gnowangerup DHS	0	0	0

Certificate II Students Completion

<i>School</i>	<i>Boys</i>	<i>Girls</i>	<i>Total</i>
Katanning SHS	2	0	2
Gnowangerup DHS	0	0	0

The student who did not complete his qualification left the program as he found suitable employment.



Our three Certificate II students, Ryan Impson, Denham Mills and Beau Brookfield

Yearly Diary of Events Term 1 2007

WK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	Sat	Sun
1	29 Jan Woodwork	30 KSHS	31 KSHS GDHS	1 st February District Director KSHS	2	3	4
2	5 Denmark M Taylor commences Woodwork	6 KSHS GDHS start rural opps	7 KSHS GDHS District Director onsite	8 KSHS	9	10	11
3	12 WACoA Meeting Rod McRae onsite Woodwork	13 WACoA Meeting KSHS GH WACoA Meeting	14 KSHS – GDHS	15 KSHS	16 DAC	17 GH to fire at Nyman's & Richardson farms (see farm diary)	18
4	19 Woodwork	20 KSHS N White + 3 onsite Farmworks Conf.	21 Wool Classing 6.30-9.30 KSHS GDHS P Young GSTAFE	22 Principal Meeting Albany (pm) KSHS	23 Principal Meeting Albany	24	25
5	26 Woodwork	27 KSHS	28 Advisory AGM KSHS GDHS Michael Smith Chaplain meeting Peter Young GS Tafe	1 st March KSHS	2	3	4
6	5 Labour Day	6 KSHS	7 KSHS GDHS	8 Principal Meeting Albany KSHS	9	10	11
7	12 GH -PD Albany Shearing School Woodwork	13 KSHS	14 KSHS GDHS	15 KSHS	16	17	18
8	19 Woodwork	20 KSHS	21 KSHS GDHS	22 KSHS NAC open Day GH LH	23	24	25
9	26 Leadership Camp Woodwork	27 Leadership Camp KSHS	28 ADVISORY KSHS GDHS	29 KSHS	30	31	April 1st
10	2 Woodwork	3 KSHS	4 KSHS GDHS	5 School Development Day	6	7	8
S. HOLS	9	10	11	12	13	14	15 Football Coaches, Sports Trainers Course Day 1
S. HOLS	16 Shearing School	17 Shearing School ELDERS WORKSHOP 40	18 Advisory Farm Tour	19 Body Balance	20	21	22 Sports Trainers Course Day 2 (13)

TERM 2 2007

WK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	Sat	Sun
1	23 rd April pigs on-site Body Balance Woodwork	24 Kat - Students Local Govt workshop	25 ANZAC Day	26 DAC on-site Kat - students Rotary Chairs / Cool Room Body Balance	27 CW away DAG – Students GDHS – Students (Soil Sampling)	28	29
2	30 Woodwork Leadership Camp Body Balance	1 st May Leadership Camp Kat - Students	2 Wool classing Kat, GDHS & DAG students	3 Kat & DAG students Body Balance	4 CW - away VET Meeting Albany	5	6
3	7 WACoA Woodwork Body Balance	8 Kat - Students Greg Albany Woolclassing DAG – Students Shearing Kitchen - Jasper	9 GDHS – Bus Kat, GDHS & DAG students	10 Kat Students VET Meeting Katanning 2pm Greg – Albany Body Balance	11	12	13 MOTHERS DAY
4	14 Woodwork DAG – students GH – Perth Body Balance	15 Greg – Perth Kat & DAG students	16 CW – Albany PD Kat & GDHS students	17 Kat – students Body Balance	18 GDHS – Bus	19	20
5	21 Woodwork LF away Body Balance	22 Kat- students	23 Kat & GDHS Students Advisory –land h/over	24 Kat & DAG students Body Balance	25 DAG students	26	27 GTC Golf Day
6	28 Woodwork TAFE Michelle SEE DB Body Balance DAG students	29 Kat & DAG students CW – PD Woolclassing	30 Kat, DAG & GDHS students Greg & CW PD 2	31 L H LSL Kat & DAG - 2 Locksmith here Body Balance	June 1 st 2 Locksmith here	2	3
7	4 Foundation Day Woodwork	5 Kat & DAG students TAFE – Michelle & Sharon re DB	6 Greg – PD Kat, DAG & GDHS students	7 Greg – Albany Kat & DAG students Body Balance	8 DAG students	9 Welding course MT Barker	10
8	11 Woodwork Body Balance	12 Kat students	13 Greg – Sick GDHS & Kat Students	14 Kat & DAG students Body Balance	15 DAG students	16	17
9	18 Woodwork Body balance Elders workshop Shearing School	19 Kat students Shearing School Last Woolclassing	20 GDHS & Kat Students Shearing School Greg Albany	21 DAG & Kat School Shearing School Body Balance	22 Farm Sup meeting LF & CW Shearing School	23 Welding course MT Barker	24
10	25 Woodwork Body Balance Greg –Albany PD GDHS/ Kojonup Change maker students	26 DAG & Kat students DB – Albany Training pm	27 DAG & GDHS students ADVISORY DB – Albany Training	28 Kat students Body Balance DB – Albany Training Clontarf Students (9 students & 1 staff)	29 Clontarf Students (9 students & 1 staff)	30	1 st July
11	2 Body Balance Woodwork	3 Kat Student	4	5	6	7 RSA Course	8
Holidays	9	10 Kyle & Megan work exp. Small Business - workshop	11 Small Business - workshop	12 Kyle & Megan work exp.	13 Kyle work exp.	14	15
Holidays	16	17	18	19	20	21 Mirrabooka Cadets 30 students & 5 staff	22 Mirrabooka Cadets RSA Course

Term 3

WK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	Sat	Sun
1	23 rd July Jenny Allen Visit Staff Meeting 8.30 Mirrabooka departing 12 noon Body Balance	24 KSHS – No Students	25 Cert IV GH & CW GDHS	26 Reunion Meeting GH Perth Body balance KSHS	27	28	29
2	30 WACoA GH Workplace Efficiency PD Body balance	31 WACoA DAC & KSHS	1 st August AV Advisory GDHS 19 onsite Accom DAC GWN onsite	2 GH VETS PD DA C & KSHS Body balance	3 DAC GH VET PD	4	5
3	6 DB – A. Leave GH Principal Meet Albany Body balance	7 Principal Mtg Albany KSHS	8 Minister of Ed onsite DAC GDHS	9 Reunion Meeting DAC & KSHS Body balance	10	11	12
4	13 Body balance GH – meeting Katanning am	14 KSHS	15 Chemcert Re-acred. GH in Perth GDHS	16 GH- Albany PM Body balance DAC & KSHS	17Careers Expo Alb GH DAC	18	19
5	20 Farmworks conf. Body balance	21 GH Alb KSHS	22Ram field day Fred Armstrong Pallinup Group onsite GDHS, DAC	23 Reunion Meeting Body balance KSHS	24 Yr 9 Taster - KSHS	25	26
6	27 Body balance KSHS & GDHS	28 Advisory KSHS & DAC	29 Bailier In service Dowerin Field Day Safety Aware DAC & GDHS DB Registrar conf.	30 Dowerin field day - AV Body balance DB Registrar conf.	31 Marketing PD- GH DB Registrar conf	1 st September Denmark Open Day	2 Digital Photography Cancelled
7	3 Body balance Blokes Comp. Course	4 LH & GH Noongar & Police meeting KSHS	5 GDHS Newdegate Field Day	6 Newdegate Field Day – LF, CW, LH, AV, BS to Newdy, & GDHS & KSHS Girls sleeper Reunion Meeting Body balance	7 KSHS – girls	8	9 Digital Photography cancelled
8	10 Body balance Blokes Comp. Course	11 Boys sleeper KSHS	12 GDHS & KSHS Forklift course	13 Forklift course Reunion Meeting GH – Albany meeting KSHS Body balance	14 Pest Inspection	15	16
9	17 Body balance Blokes Comp. Course	18 GH – GDHS meeting all day KSHS	19 DAC Cert IV- GH Pallinup Ram Sale	20 DAC Clontarf Body balance	21 Clontarf	22 Borden Opera – marquee & coolroom Ongerup PS – marquee hire x 2 GDHS – Rotary interview	23
10	24 Body balance Blokes Comp. Course	25 Reunion Meeting KSHS	26 Advisory Year 9 Taster KSHS	27 Farmskills Body balance	28 Reunion Meeting	29	30

Strategic Plan Reviews 2007

Certificate 1 Rural Operations

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To refine and implement a successful Certificate 1 & 2 in Rural Operations	<ul style="list-style-type: none"> Update and revision of DET and associated organisation Policy and Guidelines Update Unit selection and availability 	Manager Manager and Farm Staff	All appropriate policy and guidelines implemented by end of Term 1 and ongoing throughout the year. Students select a wider range of units during Term 1	Policy review each term Student program of study	✓ ✓
To enhance the unit selection availability at GTC	<ul style="list-style-type: none"> Offer available training packages from Cert II as part of Cert 1 Utilisation of external personnel to enhance unit delivery and assessment 	Manager and Farm Staff Manager and Farm Supervisor	Student unit selection completed by Term 1 Use of relevant personnel as required	Student feedback on selection Unit delivery and assessment results	✓ ✓ To be enhanced in 2008, eg First Aid
To expand the Rural Operations program to other schools and organisations	<ul style="list-style-type: none"> Promotion of Cert 1 program to other institutions and agencies Offer trial 'taster' courses 	Manager Manager and Farm Staff	Two new organisations/institutions participating in Cert 1 program by Semester 2 Two or more new organisations/institutions take up offers during 2007	Increased take up rate of students Number of take ups and expressions of interest for future enrolments	✓ Increase in student participation by 40% Student participation expected to be 35, which is 30% increase from 2007
To improve student achievement recording protocols	<ul style="list-style-type: none"> Develop timely and efficient student performance data collection. Student access to competencies achieved/hot achieved 	Manager Manager and Farm Staff	Processes in place by end of Term 1 Matrix available to students (lunch room)	Effectiveness of Termly reporting to schools Feedback from students and staff re effectiveness of matrix	✓ ✓

Administration Operations

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To ensure that all DET policies and regulations are implemented at GTC	<ul style="list-style-type: none"> Audit of policies in place and those requiring revising or implementation 	Manager Farm Supervisor Registrar ADEO DET WACoA	All policies and guidelines in place and embedded by end of Term 2 New initiatives and policy implemented	Policy review and audit in Term 4	✓
To develop a Business Plan for the ongoing future of GTC	<ul style="list-style-type: none"> Business Plan model researched and adopted Business Plan produced 	Manager Manager Staff Advisory and Management Council	Business Plan model researched and adopted by end of Term 1 Business Plan submitted with Review by end of Term 2	Feedback from DET on review and Business Case	Priority for 2008
To ensure a comprehensive review of GTC Operations and Future Directions is completed for DET	<ul style="list-style-type: none"> Review Performance Indicators revised and/or renewed Review compiled 	Manager District Director Manager Participation Manager Agricultural Education Staff Advisory and Management Council	Review completed, endorsed by all relevant stakeholders and submitted to Det by end of Term 2	Feedback from DET on review	✓
To develop ICT plan for Administration Area	<ul style="list-style-type: none"> Plan considers short and long term needs 	Manager Registrar Farm Supervisor School Support Staff	Plan developed and implemented by Term 2	Review of plan and actions in Term 4	✓

Farm Operations

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To ensure that Farm Operations align with educational programs	<ul style="list-style-type: none"> Farm plan directly aligns with educational program 	Manager Farm Staff Advisory Council	Farm Plan completed and endorsed by end of Term 1	Reflection and Review of Farm Plan on a termly basis	✓
To develop and implement and a plan for short and long term processes from the land acquisition	<ul style="list-style-type: none"> Infrastructure and operational plans and programs prepared for 2007-2009 	Manager Farm Staff Advisory Council External agencies (eg Landmark)	2007 Plan completed by end of Term 1 2008-2009 plan completed by end of Term 3	Review of 2007 program in relation to financial, resourcing and educational benefits by end of Term 4	✓ Focus for 2008 Advisory
To investigate and implement alternative livestock, cropping and other agricultural practices	<ul style="list-style-type: none"> Promotion of GTC as a viable option for Research & Development 	Manager Advisory Council	Three external agencies to conduct research 7 development activities during 2007	Review and feedback from agencies and their clients	✓ Farmworks Dept of Agriculture and Food Elders Landmark NSP/NRMG
To continue maintenance and purchase of farm plant and equipment to address educational and OSH requirements	<ul style="list-style-type: none"> Purchase (or sponsorship) of contemporary sowing equipment Farm machinery and buildings inspected and report produced 	Manager Farm Supervisor Advisory Council Combined Agricultural Council Private Enterprise	Updated equipment before seeding program commences Report completed by Term 1 and actions completed by Term 2	Review of Broadacre program Revise and revisit Report and actions by end of Term 4	✓ Machinery on loan from Howard Machinery Purchased air seeder November 2008
To investigate the utilisation of Information and Communications Technology on farm, linking to educational programs	<ul style="list-style-type: none"> Incorporate ICT usage for students in farm operations. (reflected in farm plan) 	Manager Farm Staff Students	Use of IT in each of the three main enterprises during 2007 -Sheep -Pigs - Cropping	Review of success and or modifications required to successfully implement ICT on farm and in the educational program	2008

Marketing and Public Relations

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To develop an effective marketing and public relations plan for existing and potential users of GTC	<ul style="list-style-type: none"> Marketing and Public relations Plan to be developed and implemented Continue and refine mail out processes 	Manager Participation Manager DET Manager School Support Staff	Marketing and Public relations Plan to be completed by Term 1 Mail out completed each Semester	Customer survey Responses to mail out through course enrolment and enquiries	Priority 2008
To maintain and improve GTC website as a marketing tool	<ul style="list-style-type: none"> Ensure website is current and correct Revise website format as need arises 	Manager School Officer Manager School Officer	Weekly update and recorded in log	Web maintenance log	✓
To enhance GTC profile through support and participation in community events and activities	<ul style="list-style-type: none"> Support of community events through in kind support and use of equipment and facilities 	All Staff	Revised Community Use of School Facilities Policy during Term 1	Feedback from users and community groups	✓

Grounds and Buildings

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To ensure grounds and buildings are maintained in accordance with staff, student and OSH requirements	<ul style="list-style-type: none"> OSH report on grounds and buildings Student survey on needs Customer use survey 	Manager Registrar Farm Supervisor OSH Officer Gardener	OSH Report and recommendations completed by Term 1 Student survey completed during Term 1 Customer use survey to be sent with each account	Review of OSH report and actions Review of survey data and actions Summary of customer use survey responses	✓ ✓ X
To develop short term maintenance plan for grounds and buildings	<ul style="list-style-type: none"> Gardener to prepare 2007 plan for grounds 2007 Plan for buildings 	Gardener Manager Registrar Farm Supervisor OSH Officer Gardener Staff	Report completed by Term 1 Report completed by Term 1	Review of report and actions in Term 4 Review of report and actions in Term 4	Informal Reports Housing Committee established to develop housing plans \$10,000 allocated from Trust for new hayshed
To develop long term maintenance plan for grounds and buildings	<ul style="list-style-type: none"> Long Term Plan for grounds and buildings (link with Residential Business Case) 	Manager Registrar Farm Supervisor OSH Officer Gardener Staff	Report completed (in conjunction with Residential Business Case) by end of Term 2	Review of report and actions in Term 4	2008 Priority

Residential Operations

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To continue scheduled maintenance program for facilities	<ul style="list-style-type: none"> BCA reviewed Develop program for GTC responsibility in maintenance 	Manager Department Housing and Works Registrar	BCA completed Term 1 GTC program completed Term 1	Extent to which identified areas have been addressed during 2007	✓
To develop a long term plan for residential facility upgrade	<ul style="list-style-type: none"> Business case to be prepared for upgrading of facilities 	Manager Department of Housing and Works	Business Case to be prepared by end of Term 2	Success or otherwise of Business when submitted to DET	2008
To market residential facilities for short term accommodation and workshop/conference venue	<ul style="list-style-type: none"> Increase usage for conference facilities Incorporated into Marketing Plan 	Manager Registrar Manager	Conference/workshop package distributed to potential users by end of Term 1	The extent to which there has been an increased use of facilities during 2007	✓

TAFE

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To continue the use of GTC as an alternative campus for TAFE Great Southern through the development of Standard Operating Procedures(SOP) and Memorandums of Understanding (MOU)	<ul style="list-style-type: none"> Course outlines and schedule collaboratively developed MOU and SOP to be completed collaboratively Marketing and PR integrated into GTC Marketing Plan 	Manager Great Southern TAFE	Outlines and Schedule for Semester 1 completed by Week 3 Term 1, Semester 2 by Week 8 Term 3 MOU and SOP completed during Term 1	User satisfaction survey TAFE Audit and Moderation Reports	✓
To provide GTC as a venue for Primary Industry bodies and private enterprise to provide training and information for their customers/clients	<ul style="list-style-type: none"> Develop a program of training and information sessions, that TAFE and GTC cannot provide Promote this option through Marketing Plan 	Manager Farm Supervisor Private RTO's Private Enterprise	Program developed by completion of Term 1 Four external agencies to provide training and information during 2007	User satisfaction survey External agency feedback	✓

Camp School

Specified Outcomes	Actions	Personnel	Targets	Evaluation/Monitoring	Status
To develop Camp School programs for <ol style="list-style-type: none"> 1. Primary Students 2. Secondary Students 3. Leadership 4. Sporting Groups 	<ul style="list-style-type: none"> • Sample Programs and information mailed out to all schools 	Manager School Support Staff	Mail out completed by Term 1	Booking and enquires as a result	✓ Advertising in School Matters and website
To effectively promote GTC as a viable and valuable location for School Camps	<ul style="list-style-type: none"> • Linked to Marketing and PR Plan 	Manager	Marketing and PR Plan by end of Term 1	Booking and enquires as a result	2008 Priority
To link with other Camp School providers and camp venues in the Great Southern	<ul style="list-style-type: none"> • Joint programs developed 	Manager	Manager to meet with and prepare program during Term 1	Booking and enquires as a result	2008 Priority

Priority Areas 2008

These priorities will further explored and elaborated upon by staff and Management and Advisory Councils in early 2008.

- Marketing and Business Plan
- School Camp Promotion
- Information and Communication Technology on Farm
- Long Term Farm and Equipment Planning
- Flexible work hours of staff to meet needs of students and clients
- Manager to be Curriculum and VET Coordinator
- Development of more formal links between host schools, to improve and enhance literacy and numeracy development
- Utilisation of external funding to support GTC operations and infrastructure. Eg Green Vouchers and Investing in Our Schools

Financial Summary 2008

Key Income Streams

Accommodation and Meals	8000
School Grant	36500
Utilities Grant	55182
Faults Management	36000
Residential Grant	26686
Farm Grant	99400
Sheep	12500
Crops	30000
Cattle	15000
Pigs	8000
TOTAL INCOME (School, Residential and Farm)	474842

Key Expenditure Areas

Advertising	8000
Utilities	55182
Faults Maintenance	36000
Staff Development	8000
Design and Technology	5000
Groceries	10200
Fuel	30000
Vehicles, Machinery, Plant & Equipment	35000
Sheep	15000
Cattle	10000
Crops	30000
Pasture	10000
Fencing	5000
School Priorities	34755
TOTAL EXPENDITURE (School, Farm, Residential and Transfer to Reserves)	474842

Reserve Account Balances November 2007

F-Workshop Tools Replace Reserve	6,957.39
F-Safety Equipment Reserve	2,949.61
F-Farm Equipment Rep Reserve	18,211.90
F-Holden Rodeo Replace Reserve	1227.20
F-Gator Replace Reserve	2,118.18
F-Trailer Replace Reserve	6,000.00
F-Farm Buildings Reserve	14,649.00
F-Stud Stock Replacement Reserve	6,730.60
S-Photocopier Replace Reserve	6,314.00
S-Office Equip Replace Reserve	11,804.00
S-Camera Replacement Reserve	243
S-Class/Woodwork/Metalwork Equip Replacement Reserve	5,039.00
S-Cash Advance	0.00
S-Unclaimed Monies	0.00
S-Air conditioning Reserve	0.00
Housing Maintenance reserve	1594.00
R-Bedding Replace Reserve	3236.00
R-Furniture/Curtain Replace Res	10500.00
R-Dining Room Furniture Rep Res	1757.00
R-Dinghy Replacement Reserve	500.00
R-Fire Equip Replace Reserve	1300.00
R-Residential Equip Replace Res	2083.00

Student Attendance 2007

School	Term 1	Term 2	Term 3	Yearly Average	School Ave	State Ave
Katanning SHS	97.2%	95.2%	94.7%	95.7%	88%	88.4%
Gnowangerup DHS	97%	98.8%	99%	98.2%	87%	88.4%

Staff Attendance 2007

Administration	97%
Farm Staff	98%
Domestic	96%
<i>Average</i>	97%

Staff Qualifications

Site Manager: Bachelor of Arts (Primary Education), Bachelor of Education (Physical and Computer Education)

Farm Staff: BASCZ Certificate in workplace Training and Assessment (three out of four staff)