

Minutes of Meeting 3 of 2016
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday, 16 May 2016 at 5:30pm

ATTENDEES:

Dr Jenny Fay (Chair), Milton Butcher – Principal, Anne Tumak – Staff Representative, Michael Camilleri – Staff Representative, Jo Furness – P&C Representative, Nigel Becroft - Parent Representative, Madison Birch – Student Representative, Jason Kim – Student Representative, Dr Mandie Shean, ECU – Community Representative, Martin Dempsey – Community Representative, Ebru Cotton – Parent Representative and Lee Loughnan (Minutes Secretary).

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Jenny Fay at 5:30pm and Ebru Cotton was welcomed as the new Parent Representative.	
1.2	Apologies: Rob Bryant – Community Representative.	
1.3	Confirmation of Agenda: Confirmed	
2.0	Disclosure of Interests	
2.1	There were no conflicts of interest declared.	
3.0	Minutes of Previous Meeting	
3.1	The Minutes of the previous meeting held on 21 March 2016 (attachment 1) were tabled. Martin Dempsey and Jo Furness moved: <i>'The Board endorses the minutes of the previous meeting as complete and accurate.'</i> - CARRIED.	
3.2	The Minutes of the extraordinary electronic meeting held on 8 April 2016 (attachment 2) were tabled. Mandie Shean and Jason Kim moved: <i>'The Board endorses the minutes of the previous meeting as complete and accurate.'</i> - CARRIED.	
3.3	Actions arising from the previous meeting. 1. Students' Recommendations - trends associated with English - Michael Camilleri has been working towards finding a better way at looking at what subjects students are selecting, by putting measures in place and getting a smaller group of better trained counsellors to counsel the students. This more focussed approach on the selections that students are taking and what recommendations are being put in place should be tracked better in the coming years. 2. The Bicycle Program Data Plan - is a work in progress. Milton Butcher advised that as part of the IPS review the school will be looking at presenting data to show the effect of resources applied to literacy/numeracy programs including the Bike Club. Nigel Becroft and Martin Dempsey moved: <i>'The Board notes action list items 1 and 2 as completed.'</i> - CARRIED.	
4.0	Membership	
4.1	Confirmation of Members: The Board noted that Jo Wynaden's work has made it no longer possible to complete her term and Ebru Cotton, the next available person to be elected, has agreed to complete the term. Madison Birch and Jo Furness moved: <i>'The Board confirms the appointment of Ebru Cotton as Parent Member of the Board for the remainder of the 2015/2016 term.'</i> - CARRIED.	Letter of thanks to be sent to retiring member on behalf of the Board.
4.2	Election of Member of the general community: Martin Dempsey advised that Rob Bryant is a Manager at Purslowe Funerals in North Perth and is keen to support the school. <i>'Jason Kim nominates Rob Bryant for Member of the general community.'</i> Mandie Shean seconded. - CARRIED.	

5.0	Reports and Operational Matters	
5.1	<p>Finance Report: Milton Butcher presented the Operational One Line Budget Statement (attachment 3) issued on 9 May 2016 and advised that as at the 9 May 2016 Mount Lawley SHS is \$543,329 in variance. Currently, the school is postured to meet the 2016 expenditure target.</p> <p>The Cash Report issued on 9 May 2016 indicates that 58% of the projected budget has been received, including salary and 25% of expected cash expenditure has been spent.</p> <p>The Board noted the graphical explanations of both income and expenditure. There was a discussion on the school's financial position.</p> <p>Martin Dempsey and Jo Furness moved: <i>'The Board notes the Finance report.'</i> - CARRIED.</p> <p>Milton Butcher advised that the objectives of this funding request is to seek diagnostic data regarding reading skills of students in the Bike Program and other literacy initiatives.</p> <p>Anne Tumak and Michael Camilleri moved: <i>'The Board endorses the Finance Committee's decision to approve the funding of the ACER PAT Reading Test from the Literacy and Numeracy Innovation Initiative fund.'</i> - CARRIED.</p> <p>Milton Butcher advised that the objectives of this funding request is to provide video evidence of students performing their certificate course in line with RTO requirements.</p> <p>Nigel Becroft and Martin Dempsey moved: <i>'The Board endorses the Finance Committee's decision to approve the purchase of 10 x iPad Minis with covers and 10 x hard disks from the Technology Innovation Initiative fund.'</i> - CARRIED.</p>	
5.2	<p>Principal's Report: A verbal report was given on operational matters and school events, these included:</p> <ul style="list-style-type: none"> • Conducted Anzac Day, Prisoner of War and NAIDOC Week events. • Anzac Day Service: Year 7 gifted and talented students reported on a project about Mount Lawley ANZACs with assistance with the Mount Lawley Society and Rotary Club of Heirisson. • NAIDOC Week Assembly: Four Aboriginal Excellence Program students reported on their reconciliation research. • Visible Learning Project: Has been put in place and commenced this term. It is based on Professors Hatti's research around delivering what does and doesn't work in schools. This is a three year project. • NAPLAN (Year 7/9) was completed last week. • Senior School exams commence next week. • Year 10 Gifted and Talented Class: Students are doing work on the history of the local area. • Mount Lawley SHS enrolments are expected to expand into the future and accommodation issues will be under consideration by Government with announcements shortly. • School has been asked to participate in an exchange to Chengdu. • Art Auction – Saturday 18 June: Planning is proceeding well. • Student Behaviour: The Education Department has a new policy on student behaviour and the school is working to synchronise its procedures. This will be brought to the Board for endorsement. • Lockdowns and Evacuations: Took place this week so staff and students are aware should something untoward happen. 	

	<ul style="list-style-type: none"> Deputy Principal: The position will be advertised for Semester 2 for six months so that the current Middle School Deputy Principal will focus on the IPS review preparations. It was noted that the Board would like to be involved in the selection process. <p>Madison Birch and Jason Kim moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
5.3	<p>Student Representative Report:</p> <p>Verbal reports were given on student activities, these included:</p> <ul style="list-style-type: none"> Arts Festival – 24 May: A great success and some funds were raised. Free Dress Day – 1 April: Gold coin donation and the funds went towards Student Council funds. World Greatest Shave: Organised by Year 11 students. 2 students took part. Student organisers have identified improvements for next year. POW Service – 6 May: students participated. NAIDOC Assembly: students participated. Senior School Volleyball Competition: Mount Lawley SHS successfully won all three Divisions. Interschool Swimming Carnival: Mount Lawley SHS placed second in the B Division. Interact Club - Sausage Sizzles: several fund raising events have taken place. Chengdu Exchange Program: Opportunity for 10 students across Years 10 and 11 to travel to Chengdu in China. Students will stay with host families. The trip is fully funded by the City of Chengdu. <p>Jo Furness and Nigel Becroft moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
5.4	<p>Staff Representative Report:</p> <p>Verbal reports were given on operational matters and school activities, these included:</p> <ul style="list-style-type: none"> Year 12 Drama Production - 'The Mad Forrest': This gave the students good opportunities to work in all processes of drama. Leave: There are challenges in getting people to relieve staff on leave. <p>Jason Kim and Madison Birch moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
5.5	<p>P&C Report:</p> <p>A verbal report was given on the P&C's activities, these included:</p> <ul style="list-style-type: none"> All sub-committees have held their AGM and office bearers for each sub-committee have been endorsed. The Treasurer reported that all sub-committees were in good financial position. The P&C approved funding for \$1400 to pay P&C WACSSO membership for 2016, \$800 for a new fridge/freezer for the Breakfast Program, \$354 for the Arts Festival and \$40 to reimburse stationery costs. Two funding requests for vests for Hospitality students to do serving at various events and an extension to the shade structure were discussed and it was decided to table these items at the next meeting. The Music sub-committee reported on a successful Music and Language Soiree. Discussions were held regarding holding separate Music and Language Soirees. Discussion was also held on appropriate performance venues and purchasing a new PA system. The Art Auction sub-committee reported that the planning is going well. This year the committee is mainly made up of new members due to the resignation of many long-term members, but most positions have been filled. Student lockers and heavy school bags were discussed in detail. Several suggestions and thoughts were put forward and these have been taken back to the school's Executive for further discussion. <p>Mandie Shean and Nigel Becroft moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	

6.0	Discussion Items	
6.1	2017 Subject Charges: The Board agreed that the matter is deferred to the June meeting of the Board.	Milton to agenda for the next meeting.
6.2	Funding Agreement for Schools 2016: The Funding Agreement for Schools 2016 (attachment 4) was tabled and discussed. Ebru Cotton and Jason Kim moved: <i>'The Board authorises the Chair to sign the Funding Agreement for Schools 2016 on behalf of the School Board.'</i> – CARRIED.	
6.3	Suspension Report for 2015: Milton Butcher reported on suspensions in 2015 and advised that from 2014 to 2015 the amount of suspensions has almost halved. Nigel Becroft and Mandie Shean moved: <i>'The Board notes the Suspension Report for 2015.'</i> – CARRIED.	
6.4	Attendance Report for 2015: Milton Butcher reported on attendance for 2015 and noted improvement with 90% being exceeded. The Board congratulated Student Services and staff for a job well done. Anne Tumak and Jo Furness moved: <i>'The Board notes the Attendance Report for 2015.'</i> – CARRIED.	
7.0	Other Business	
	Nil	
8.0	Next Meeting	
	The next meeting is scheduled for 20 June 2016 at 5:30pm in the Warren Daniel Conference Room, MLSHS.	Agenda items to Jenny/Milton.
9.0	Roundtable evaluation of the meeting	
	Nil	
10.0	Meeting Close/Adjournment/Next meeting	
	The meeting was closed by Jenny at 7:00pm.	

Signed (Chair) _____
Jenny FAY

Date: _____