

**Minutes of Meeting 6 of 2020**  
**Mount Lawley Senior High School - School Board Meeting**  
**Warren Daniel Conference Room, MLSHS**  
**Monday, 14 September, 2020 at 5:30pm**

**ATTENDEES:**

Cameron Brook (Chair), Lesley Street – Principal, Professor Stephen Winn, ECU – Community Representative, Ross Oakes - Staff Representative, Sebastian Hensley – Student Representative, Will Corbett – Student Representative, Randal Wells – P & C Representative, Dr Jenny Fay – Community Representative, Alice Basini – Staff Representative, Nicole Jolly – Parent Representative, Patricia Kritas - Parent Representative, Dr Kati Tonkin, Community Representative, Julie Moxey – Visitor, Michael Camilleri – Visitor, Nicole van Blommestein (Scribe)

<b>1.0</b>	<b>Welcome and Apologies</b>	<b>ACTIONS</b>
1.1	Opening: The meeting was opened by Cameron Brook at 5:30pm.	
1.2	Apologies: Nil	
1.3	Confirmation of Agenda: The Chair confirmed the agenda for the meeting. All documents relating to the meeting should have been received by the Board via email and were also provided in files.	
<b>2.0</b>	<b>Disclosure of Interest</b>	
2.1	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Meeting No. 6 agenda.	
<b>3.0</b>	<b>Minutes of Previous Meeting</b>	
3.1	The Minutes of the previous meeting held on 17 August, 2020 - (attachment 1) were tabled.  Kati Tonkin and Patricia Kritas moved: ' <i>The Board endorses the minutes of the previous meeting as otherwise complete and accurate.</i> ' – <b>CARRIED</b>	
3.2	Actions Arising – (attachment 2)  Action 1 – Lesley advised the agenda has been discussed with the Board and she will send the full agenda once timings of the sessions are finalised.  Action 2 – Lesley will report on Auslan at the November meeting.  Action 3 – This Action is on the Agenda as Item 5.4  Action 4 – Jenny confirmed the minimum age for donating blood is now 18.	
<b>4.0</b>	<b>Reports and Operational Matters</b>	
4.1	Finance Report – (attachment 4) Lesley provided a verbal report as follows: <ul style="list-style-type: none"> <li>• The blue tab, which is the Operational One Line Budget, reflects student centred funding which does not change from month to month. The figures are explained further on the blue sheet. The total expenditure is \$21,392,858 which is at 48.90%. The school has received 92.25% of the cash budget. There is a difference in locally raised funds with a variance of \$292,207. On the reverse of this page, expenditure is reported against various categories.</li> <li>• The Finance summary, as shown on the purple tab, reports Revenue Budget v Actual along with the bank balances for the various accounts. Salary allocation is on track as the school has spent 66% and the balance will be spent by the end of the year.</li> <li>• Charges and voluntary contributions are reported on the red tab. Year 7– 10 voluntary charges collection is sitting at 53% compared to 62% for this time last year. Some people are on a payment plan which can take years to repay. Revenue is down about however Lesley originally thought</li> </ul>	Lesley will investigate where revenue from overseas students is included in the financial figures.

the amount would be greater given the current financial environment.

Randal asked about the payment plans where debt has been recorded in previous years and where this is recorded. Lesley advised it is reported in the 2020 figures.

Jenny asked about overseas students and where this revenue is identified. Lesley will look into this and report at the next meeting.

Randal also asked about voluntary contributions which are broken down per year. Are the number of students different for each year and does that relate to the differences? Lesley advised each cohort has a different number with Year 8 being the largest cohort. There is also a difference between collection rates of the years due to the difference in options which are offered.

Randal Wells and Patricia Kritas moved: '*The Board notes the Finance Report.*'  
– **CARRIED**

• Principal's Report

Lesley provided her Principal's Report as follows:

Student Numbers

Year 7-336	Year 10- 311
Year 8-388	Year 11- 287
Year 9-344	Year 12- 244

**Total 1910**

- Year 7 student numbers for next year are still healthy and the school will have 10 form classes which means 320 students. To date we had to turn away 67 out of area applicants. There were 92 students who applied for entry to the SVAPA Program and over 120 auditioned for music. The impact of Bob Hawke College is likely to be felt in two or three years' time.
- It has been wonderful to have music concerts up and running again and Lesley has had the pleasure, for the first time this year, of attending the performances. They commenced with two concerts on September 3, followed by the Year 12 Recital on Tuesday 8 and the Junior Concert and the Senior Concert being held on Wednesday 9 September. The three concert bands; the flute choir, chamber choir, two guitar ensembles, two string orchestras and a percussion ensemble all took part. Students and teachers and the IMSS staff really excelled given the lack of space they had available. Lesley was highly appreciative of the huge effort put in by the Music PSG who acted as stagehands for every performance.
- On Wednesday, the school hosted the 2021 GAT Language students and their parents for a welcome morning tea and a presentation about the program. Year 10 GAT students took the parents and students on a school tour. Representatives from the GAT and the Languages PSG spoke about the importance of parents supporting the groups.
- Last week was the final week for Year 12 students to attend school full time. During the week there were a number of staff vs student activities run at lunchtime including football, volleyball, netball, and Drama activities. The week culminated with a lunch for the 244 students served by the Year 11 councillors. The students organised special awards for a number of staff and students. Students will still be coming to school to complete their certificate courses and work with teachers if they need help with their revision. The Year 12 Mock exams started today. The Practical ATAR exams start on 1

	<p>October 2020 and the written examinations run from 20 October until 20 November.</p> <ul style="list-style-type: none"> <li>• A number of students have been acknowledged for their success in some prestigious competitions. Year 12 student Suu Kyi won a place in the regional and then the national finals of the Chinese Bridge Proficiency Competition. She will now represent Australia in the Global Finals. Year 12 Music student Rosie Dagless won 1<sup>st</sup> place in the Teens category of the "Take the Mic' online singing competition. Louis Rebeiro from Year 10 won a gold medal in the virtual WCOPA. These successes are reported on the website and the publications coordinator also sends the copy to the local papers.</li> <li>• Eighty-two Year 7,8 and 9 students took part in the Write a Book in a Day competition. The competition fundraises for The Children's Cancer Project. This national competition is supported by our students who vie for the honour of going forward to the national finals.</li> </ul> <p>Sebastian Hensley and Kati Tonkin moved: <i>'The Board notes the Principal's report.'</i> – <b>CARRIED</b></p>	
4.3	<p>Student Representative Report</p> <p>Sebastian and Will jointly provided their report as follows:</p> <ul style="list-style-type: none"> <li>• Thursday last week the Year 11 councilors were invited to attend the Zero2Hero run mental health event, In Your Head. This is a whole day workshop where students from many schools come together to listen to talks about mental health and the issues and stigma surrounding it. Overall feedback was that it was a great day where everyone learnt something new about mental health.</li> <li>• The Year 12s hosted their annual quiz night on the 20th of August to help raise funds for their gift to the school. It was held in the senior school building due to Covid-19 restrictions and was a great success.</li> <li>• This term's GAT club was held last Friday and was a trip to the UWA campus where students heard about the importance of language and the career pathways that learning a language can create. The students were then given a tour of the campus.</li> <li>• A few weeks ago, the prefect nominations were opened for all year 11 students wanting have a student leadership role. There were 27 nominations for this position. From this the students can vote for the top 8 students. The 20 students with the most votes are invited to an interview with the year coordinator, Mr White, Ms Street and Ms Simon. After these interviews, the two School Captains as well as the 10 other prefects are chosen to represent the school.</li> <li>• The Honors Society Assembly has come and gone. It was nice to see the school recognise the achievements of the best and brightest year 12 students and it was a great chance for younger students to see where their hard work, dedication and commitment to their studies can get them. It has also been fantastic to see the new inductee's proudly wearing their gold badges around the school. This year was the first year that the general students were able to be inducted into the prestigious society.</li> <li>• The annual inter school athletics carnival is fast approaching and all the selected students have a full day of excitement to look forward to. We are proud of everyone who was invited to inter school due to their stellar performance in the house athletics carnival. Before school on Wednesdays, the sports teachers are holding training for the various events. In addition to this, we are attending a training day on the 21st of September at the WA Athletics Stadium to prepare even more for inter school. The actual inter school carnival is being held on the 20th of October and our school is in B-division.</li> </ul>	

	<ul style="list-style-type: none"> <li>For the second cadet camp of the year due to the COVID-19 interruption, the Cadet Unit travelled up to Kalbarri where the sites were one to behold. Students left school on Sunday August 30 and travelled up to Jurien bay and then inland about 40 minutes. On the second day they headed further North to Kalbarri and set up camp. The next day saw a hike through the scenic gorges and a visited to Natures Window.</li> <li>Last week the Year 8 students went on their transition camp to Forrest Edge camp near Waroona Dam and from all reports the camp was a major success. Some of the most enjoyed events were the infamous pamper pole and the mud fight at the end of the incentive course. The students were treated to a highly enjoyed quiz night on the first night and the option of a walk or a bonfire on the second. The students returned home on the Wednesday or the Friday depending on their camp dates and are eagerly looking forward to the next one.</li> </ul> <p>Patricia Kritis and Alice Basini moved: <i>'The Board notes the Student Representative's report.'</i> – <b>CARRIED</b></p>	
4.4	<p>Staff Representative Report</p> <ul style="list-style-type: none"> <li>Alice reported that the staff are having an extremely busy time of year with Yr 12s currently sitting their Mock Exams, the lead up to which has involved many extra lessons and one on one revision sessions.</li> <li>Teachers are putting in extra effort as they feel the Yr 12 students have faced some difficulties this year due to Covid-19.</li> <li>Alice is pleased that all staff seem to be supporting each other through this time.</li> <li>Yr 12s will be given their Statement of Results on Tuesday, Week 2 of next term and the marking of final assessments for General and Certificate Students as well as marking of ATAR exams is going to mean the next few weeks will also be very busy.</li> </ul> <p>Sebastian Hensley and Patricia Kritis moved: <i>'The Board notes the Staff Representative's report.'</i> – <b>CARRIED</b></p>	
4.5	<p>P&amp;C Report</p> <p>Randal provided the P &amp; C Report as follows:</p> <ul style="list-style-type: none"> <li>P&amp;C met on 24 August 2020 with a quorum.</li> <li>There was a motion approved to prioritise P&amp;C efforts the street crossing on Woodsome Street as this is the one which affects the school most directly.</li> <li>P&amp;C approved to fund 3 X 1 hr sessions for up to 24 students to undertake self-defence courses at a venue at Malaga on 8<sup>th</sup>, 15<sup>th</sup> and 22<sup>nd</sup> September 2020. Initially the classes are for year 10 &amp; 11 girls only. Flyers were distributed via the P&amp;C mailing list on 5 September 2020.</li> <li>Randal reported to the P&amp;C on the 30 July 2020 about the meeting held at Simon Millman MLA's offices with Minister Sue Ellery on the Mount Lawley Performing and Visual Arts Centre.</li> <li>The P&amp;C will be discussing fund raising ideas at the next meeting which is on 21 September 2020.</li> </ul> <p>Jenny Fay and Nicole Jolly moved: <i>'The Board notes the P &amp; C report.'</i> – <b>CARRIED</b></p>	
<b>5.0</b>	<b>Discussion Items</b>	
5.1	<p>Suspension Report – (attachment 4 and 5)</p> <ul style="list-style-type: none"> <li>Cameron was interested in the Recommendations for 2020 and whether</li> </ul>	Lesley will investigate whether

	<p>these have had any impact on this years' results. Lesley advised the Mobile Phone Policy has been implemented. An Aboriginal Islander Education Officer has been employed. The RaiseUp program has ceased and the alternative implemented. Links with the local police office have been attempted to be increased and the school now has a phone contact with Bayswater Police Office. The further enhancement of links with the local intake schools has also been implemented and the school has been trying to ensure consistency of messaging around behavioural expectations which is an ongoing matter.</p> <ul style="list-style-type: none"> <li>• Jenny raised the directive from the Minister about violence towards staff and whether this has been an issue at the school. Lesley advised there is less tolerance around this now as the Minister was quite clear on expectations. Lesley has not necessarily seen any increase of this at the school.</li> <li>• Nicole asked whether the percentage of students suspended increases as the school population grows once there is pressure on spaces etc. Lesley was not sure but advised she would look into and report back.</li> <li>• Randal asked about the Year 9 cohort which is over represented in the figures. Nicole advised this is general across all schools regardless of SEI Year 9 is typically a difficult year for students to navigate.</li> <li>• Randal also asked about the ratio of male to female teachers and how this affects teachers, particularly when larger boys are acting intimidatingly towards teacher. He asked if there was any course of action that could be taken to encourage more males to take up teaching. General discussion ensued however the consensus was there is little the Board could do to influence this societal issue.</li> <li>• Kati raised a question of whether there was a relationship between lower level behavioural issues and their management and behaviours leading to suspension. Lesley advised there is a well-documented behaviour management policy. Teachers undertake training on classroom management each year. Generally, teachers are upskilling on avoiding confrontations and managing behaviour. Some teachers are better at engaging with students and do not experience any poor behaviour whereas there are others who experience more problems.</li> </ul> <p>Jenny Fay and Ross Oakes moved: <i>'The Board notes the report.'</i> - <b>CARRIED</b></p>	<p>suspension ratios have increased with the increase in school population.</p>
<p>5.2</p>	<p>Attendance Record – (attachment 6 and 7)</p> <p>Lesley outlined the key findings from 2019 data and recommendations for 2019.</p> <p>Jenny advised the figures are exceptionally good.</p> <p>Kati Tonkin and Ross Oakes moved: <i>'The Board notes the report.'</i> - <b>CARRIED</b></p>	
<p>5.3</p>	<p>Chaplaincy Program</p> <p>As is done every year, the Board is asked to endorse the Chaplaincy Program. The chaplain is a valuable member of the school community who works with the students on many various issues.</p> <p>Nicole Jolly and Randal Wells moved: <i>'The Board strongly endorses the continuation of the chaplaincy program for 2021'</i> - <b>CARRIED</b></p>	
<p>5.4</p>	<p>Community Service Report</p> <p>Michael advised he has met with Larry about profiling community participation by students and reported as follows;</p> <ul style="list-style-type: none"> <li>• The Business Plan includes a target that looks at the Yr 12 students who do over 20 hours of community service. About 40% of other years also undertake some community work. Around 60-70% of students do community service of some form. This is across a wide ranging group of</li> </ul>	

	<p>activities.</p> <ul style="list-style-type: none"> <li>• Since the department has changed the requirement this has turned into a voluntary program however students are still encouraged to get into as much community service as they can.</li> <li>• Lesley further advised hours are recorded by the school and this is recorded on their WACE.</li> <li>• At the end of 2019, 18% of Yr 12 students had completed 20 or more hours of Community Service. At this stage, 20% of the current Yr 12 cohort has completed 20 or more hours of Community Service. The top four students, at the moment, have completed 292, 252, 220 and 133 hours respectively.</li> <li>• There are students undertaking activities and they do not always advise the school of this.</li> <li>• The board agrees that promoting the value of community service to students may encourage more students not only to notify us of their community service activities but encourage more participation.</li> </ul> <p>Will Corbett and Jenny Fay moved: <i>'The Board notes the report.'</i> - <b>CARRIED</b></p>	
<b>6.0</b>	<b>Focus areas for the Board</b>	
	<p>Lesley spoke about the agenda for the SBP planning day. Details will be circulated to Board members once finalised. The day will focus on target setting and identifying strategies for each of the four priorities. The last session from 2.30pm to 3pm is only relevant for teachers and will be on High Impact Teaching Strategies (HITS).</p> <p>Alice Basini and Will Corbett moved: <i>'The Board notes the report.'</i> - <b>CARRIED</b></p>	
<b>7.0</b>	<b>Other Business</b>	
7.1	Michael spoke about some students who were recently involved in promoting the new WA Museum.	
<b>8.0</b>	<b>Next Meeting</b>	
	The next meeting is scheduled for Monday, 16 November, 2020 at 5:30pm in the Warren Daniel Conference Room, MLSHS.	
<b>9.0</b>	<b>Roundtable evaluation of the meeting</b>	
	Nil	
<b>10.0</b>	<b>Meeting Close/Adjournment</b>	
	The meeting was closed by Cameron at 6:54pm	

Signed (Chair) \_\_\_\_\_  
Cameron Brook

Date: \_\_\_\_\_