

Minutes of Meeting 6 of 2021
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday, 13 September 2021 at 5:30pm

ATTENDEES:

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

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Cameron Brook at 5:31pm.	
1.2	Apologies: Dr Kati Tonkin – Community Representative	
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.	
2.0	Disclosure of Interest	
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.	
3.0	Minutes of Previous Meeting	
3.1	The Minutes of the previous meeting held on 16 August 2021 (attachment 1) were tabled. Will Corbett and Alice Basini moved: ' <i>The Board endorses the minutes of the previous meeting as otherwise complete and accurate.</i> ' – CARRIED.	
3.2	<p>Actions Arising – Refer attachment 2, Meeting No. 6 Action List</p> <p>Item 1 – Update on CCTV Cameras Michael advised a contractor has again visited the school and they will be commencing work over the next term break to do as much as they can before the beginning of Term 4 with work continuing into Term 4 if still required.</p> <p>Item 2 - Update on Woodsome St traffic management Randal has now taken over this from Michael and he advised this matter was discussed at the last P&C meeting where it was decided the school would not gain any traction without making direct communication with City of Stirling to follow on from Michael's attempt. Randal wrote to them and they agreed to meet with the school and a representative from the Department. A pre meeting with Randal, Michael Camilleri, Lesley Street and Roslyn Marsland from the Department will be held on 21 October. The meeting with the City of Stirling representative is scheduled for 4 November 2021. Randal has taken many photos, especially around the kiss and ride area. Armed with this, he will be preparing a submission to the City of Stirling which will be presented at the next P&C meeting.</p>	<p>A pre meeting with Randal, Michael Camilleri, Lesley Street and Roslyn Marsland from the Department will be held on 21 October 2021</p> <p>The meeting with the City of Stirling representative is scheduled for 4 November 2021.</p>
4.0	Reports and Operational Matters	
4.1	<p>Finance Report Lesley and Julie provided the Finance Report as follows;</p> <ul style="list-style-type: none"> • The Operational One Line Budget does not change. • Green cash report. This amount was verified at end of August. 97.44% of the total cash budget has been received. • Expenditure is sitting at 52.72% of budget. . Photocopiers, CCTV and some minor works expenditure in relation to the toilets is upcoming. The school now employs extra cleaners during the day to keep the toilets clean. These expenses are all within budget. • Financial summary – purple – Expenditure is down but there are some significant expenses to come. • Red tab – Salaries are on target. There is 33% remaining and three months of the year which should result in around a 1% variance. 	

	<ul style="list-style-type: none"> • Pink – contributions and charges – Lesley has looked into payment plans. Seventy-five parents are paying through BPay and five through a school payment plan. • All finances are in the region of what would be expected <p>Cameron asked if families follow through on payment plans. Julie advised they do, particularly those on the school direct payment plans.</p> <p>Patricia Kritas and Stephen Winn moved: <i>'The Board notes the Finance Report.'</i> – CARRIED</p>	
4.2	<p>Principal's Report</p> <p>The Principal's written report was included in the package distributed to all members. Lesley summarised the report as follows:</p> <ul style="list-style-type: none"> • Student numbers are shown on the report. There have been some Year 12s who have gained apprenticeships and traineeships. One student is being interviewed for a Tesla traineeship. • Lesley took the opportunity to commend the music staff for the early and after school rehearsals and other numerous events over multiple terms. • The school has been nominated for several awards and has been selected as finalists in some. Judging has been taking place and staff have been interviewed. Thanks to Kati Tonkin who came and represented the Board. Cameron will be coming in next week for some further interviews. • The Honours Society assembly was held recently with Dr Lee, who was Head Boy in 2003. He spoke over Zoom to the students and a recording is on the FaceBook page. His speech certainly made an impact on students. Mia said it was very inspiring and feedback has been positive. • Timetabling and staffing for 2022 has been taking priority. Lesley has pre-empted staffing shortages in several learning areas. A number of competitor schools have been attempting to get staff to take up positions. • NAPLAN results have recently delivered and the data will be analysed. • Yr. 12 mock exams have commenced and general studies students are finishing up their work. • Lesley and Michael recently represented the school at Arthur Leggett's 103rd birthday. Lesley presented him with a special card signed by the school and a school plaque with an inscription wishing him the best from Mount Lawley SHS. • On display in the foyer of Metropole Hotel is a canvas from the school. It is there until the end of the month and will be returned framed. <p>Nicole Jolly raised the principal's award which Lesley has been nominated for and advised interviews for this are taking place next week. This is a wonderful achievement for Lesley who has become a finalist and it is a great accolade to be in the top 4.</p> <p>Steven Winn and Nicole Jolly moved: <i>'The Board notes the Principal's report.'</i> – CARRIED</p>	
4.3	<p>Student Representative Report</p> <p>Will and Mia jointly presented student report as follows:</p> <ul style="list-style-type: none"> • The Outdoor Ed camp is coming up shortly. Students will go to Mundaring National Park and abseil off a quarry. The requirement is to abseil independently and safely whilst looking after each other. They will then camp at Hewitt's Hill campsite. • Prefect nominations for 2022 Year 11s are underway. There are 34 nominations for school captain positions. • RUOK day was last Thursday. The school ran a bake sale which was popular. Funds went to a charity which strives to improve mental health. 	

	<ul style="list-style-type: none"> • The athletics carnival was held on 24th August and weather was perfect. The inter school team was chosen from this day. These students will represent the school in Division B later this year. • Multiple music festivals have been run throughout the term, there have been many ensembles and bands performing, this is a good way for students to showcase their skills and for parents to watch their students perform. • Students recently participated in Education Perfect Science Championships. Mount Lawley ranked 32nd in the world and 3rd in WA. • Women’s Health Week was held last week. The school ran multiple events including a morning tea. Ex-student, Nicolette Beard attended. She is now co-founder of We are Women which is a program that provides educational programs developed to aid and educate adolescent females on important health topics. • The ICAS Maths tests were run in September and were completed by many AE and GAT students. Results will be available later in the year. • Leavers’ week was held last week. This was the last week for Year 12s and numerous events were run for them to enjoy. Students dressed up on leavers day enjoyed the lunch provided for them. The behaviour of our Year 12 students was exemplary. <p>Patricia Kritas and Jenny Fay moved: <i>‘The Board notes the Student Representative’s report.’ – CARRIED</i></p>	
4.4	<p>Staff Representative Report Alice presented her report as follows:</p> <ul style="list-style-type: none"> • A VIP breakfast was held on 18th August to recognise the contributions many have made to the school over the year. • The Athletics Carnival ran smoothly and was very well organised by PE staff. • Alice was pleased to hear Dr Lee at the Honours Society Assembly speak about the impact the teachers had on him during his time at the school. • It was also lovely to see students stay later than required after the end of leavers week. • Mr Matt Thomas spoke at The High Achievers Breakfast and was well received. <p>Mia Westera and Will Corbett moved: <i>‘The Board notes the Staff Representative’s report.’ – CARRIED</i></p>	
4.5	<p>P&C Report Randall provided the P&C Report as follows;</p> <ul style="list-style-type: none"> • P&C met on 23 August 2021 with a quorum. • Parent Engagement Committee: The Terms of Reference of the new sub-committee were approved at the 23 August 2021 P&C meeting. • Lawley Art Auction: Raised just over \$31k (reported approximately \$28k at August Board meeting). • Woodsome Street Parking: Mike Camilleri presented information following recent communications with City of Stirling regarding Drop &Go/ Kiss & Drive parking options. It was resolved that Randal Wells would take up the communication with City of Stirling and report back to the P&C at the September 2021 meeting. If an acceptable solution can be found the City of Stirling has a 50/50 funding policy between the City and the Department of Education. • The next P&C meeting will be held on 20 September 2021 at 5.30 pm at the Warren Daniel Conference Room, MLSHS. • The City Stirling has 50/50 contribution policy. Should anything be agreed in relation to the Woodsome Street traffic matter, the school will require 	

	<p>funding from the department to proceed.</p> <ul style="list-style-type: none"> • Cameron passed on his commendation to Randal for taking this on and for progressing the matter, especially considering previous attempts have not resulted in any success. • Jenny reminded members of the board local elections are soon and now might be a worthwhile time to approach them. • Randal asked if anyone had access to drafting software. He will also ask the same question of the P&C. <p>Jenny Fay and Alice Basini moved: <i>'The Board notes the P&C Representative's report.'</i> – CARRIED</p>	
5.0	Discussion Items	
5.1	<p>Longitudinal overview of Suspensions and Suspension data for 2020 – Refer attachment 8. Suspensions 2021: Semester 1 Addendum – Refer Attachment 9.</p> <ul style="list-style-type: none"> • Information on this was distributed at the last meeting. Lesley now has a new document to consider. There is nothing of concern in the data. • Lesley stated there is always a small number of students who have suspensions for longer than 30 days. • There has been a permanent exclusion for a Year 8 boy with very challenging behaviour. He has now been offered a more appropriate bespoke educational program that will better suit his needs. • There are some troubled students at the school who are continuing to be worked with closely utilising all available resources. • Stephen asked about categories N1 – 10. Lesley referred to addendum Page 3 where categories are shown. • Stephen also asked about the agenda and AS2 which outlines suspension events. N3 show 21 male events. If not necessarily 21 different students, how is this reported? Stephen felt the relevance of data for dissemination should include the number of individuals which gives a better perspective. • Lesley advised the number of students who are suspended is shown elsewhere in the report. • Stephen asked what the correlation was between the number of students and number of days. i.e. 4 suspension days. How many students does this show? Lesley advised the data does not detail this. • Stephen asked if there are multiple offenders or different students. • Data for this is not available and Stephen feels this would provide a clearer picture. Lesley may not be able to extract this data from what is available. Anecdotally, the suspension periods are usually in the shorter terms of one, two or three days. Longer suspensions are less frequent. <p>Stephen Winn and Nicole Jolly moved: <i>'The Board notes the report.'</i> – CARRIED</p>	
5.2	<p>Longitudinal overview of Attendance and Attendance data 2020- Refer attachment 10. Attendance 2021, Semester 1 Addendum – Refer attachment 11.</p> <ul style="list-style-type: none"> • Lesley advised two badged officers do home visits for students with attendance issues. • Social anxiety is affecting attendance. Students are also staying home more when they are unwell in line with Health Department advice. • Patricia asked what the Attendance at Risk categories are. Michael advised they are students who don't attend regularly. They are away more than 50% of the time which affects their learning potential. <p>Jenny Fay and Randal Wells moved: <i>'The Board notes the report.'</i> – CARRIED</p>	
5.3	<p>Report on Chaplaincy Program</p> <ul style="list-style-type: none"> • It is the time of year when the Board is asked to endorse the continuation 	<p>Lesley to draft letter to Chaplain honouring his 30</p>

	<p>of the Chaplaincy program. Lesley advised the Chaplain has provided a one-page summary of the pastoral care he provides which was tabled. This includes bush ranger camps, fortnightly coffee club and the Aboriginal mural project. The Chaplain's 30th anniversary is coming up and this will be commemorated. The Chaplain is the longest serving staff member at Mount Lawley SHS.</p> <ul style="list-style-type: none"> • Cameron believes he is an incredible asset to the school and suggested the Board write to him to honour his 30 years. <p>Alice Basini and Randal Wells moved: <i>'The Board supports the Chaplaincy program for 2022 at Mount Lawley SHS.'</i> – CARRIED</p>	years with the school.
5.4	<p>Community Service Report</p> <p>To be held over as only raw data is available at this time.</p>	
6.0	Other Business	
6.1	Jenny asked for the attachment detailing the meeting dates and Board members to be returned to the agenda.	Attachment with meeting dates to be attached to agenda.
7.0	Next Meeting	
	The next meeting is scheduled for Monday, 15 November 2021 at 5:30pm in the Warren Daniel Conference Room, MLSHS.	
9.0	Roundtable evaluation of the meeting	
	Nil	
10.0	Meeting Close/Adjournment	
	The meeting was closed by Cameron at 6:50pm	

Signed (Chair) _____
Cameron Brook

Date: _____