

**Minutes of Meeting 2 of 2021**  
**Mount Lawley Senior High School - School Board Meeting**  
**Warren Daniel Conference Room, MLSHS**  
**Monday, 15 March, 2021 at 5:30pm**

**ATTENDEES:**

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

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Cameron Brook at 5:30pm. Cameron reminded Board members that this meeting was a combined General Meeting and Annual General Meeting.	
1.2	Apologies: Will Corbett – Student Representative, Mia Westera – Student Representative, Patricia Kritas – 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. 2 agenda.	
3.0	Minutes of Previous Meeting	
3.1	<p>The Minutes of the previous meeting held on 15 February 2021 (attachment 1) were tabled.</p> <p>Stephen Winn asked the spelling of his surname in the minutes be corrected. Spelling for Patricia Kritas was also to be corrected.</p> <p>Stephen Winn and Kati Tonkin moved: <i>‘The Board endorses the minutes of the previous meeting as otherwise complete and accurate.’ – CARRIED.</i></p> <p>The Minutes of the previous AGM held on 16 March 2020 (attachment 2) were tabled.</p> <p>Jenny Fay and Stephen Winn moved: <i>‘The Board endorses the minutes of the previous AGM as otherwise complete and accurate.’ – CARRIED.</i></p>	
3.2	<p>Actions Arising</p> <p>Item 1 - Expansion of Financial Reports after 31 December 2020 will be addressed in the Finance Report</p> <p>Item 2 – Randal raised the matter at the at the latest P &amp; C meeting however no clear answer was received. Lesley advised that the P&amp;C do not manage the logistics of the evening and this was being taken care of by other parties. Randal will update if there are any changes to the current situation. The item is now deemed to have been dealt with.</p>	
4.0	Annual General Meeting	
4.1	<p>Annual Report of the Chair of the Board as follows;</p> <ul style="list-style-type: none"> <li>• Cameron provided a verbal report to the Board stating the various successes and issues of the Board have been dealt with adequately throughout the year in the various minutes. Cameron has reflected on the last 12 months in terms of progress, especially in relation to such aspects as ATAR results and the school opinion survey. He feels the school has seen what would be considered good progress for any normal year however 2020 was anything but a normal year and when the achievements are considered against the backdrop of COVID-19 and what might have been, they are significant.</li> <li>• Cameron acknowledged there were some impacts upon the students in</li> </ul>	

	<p>relation to COVID-19 and the fact that these were minor is wonderful however he is extremely mindful of the enormous amount of work that went into realising this situation and for the prevention of what might have been.</p> <ul style="list-style-type: none"> <li>• Cameron sincerely thanked everybody on the Board for the work they put into their role and he hopes the Board can continue to this into the future.</li> </ul> <p>Kati asked if there was a requirement for a written report to be made available. Jenny does not believe such a requirement is included in the Terms of Reference however, the Chair's Report has historically been made available on the website.</p> <p>Kati also asked if the public are invited to the AGM. Cameron said it is not widely publicised however was advertised as per the Terms of Reference.</p> <p>Jenny Fay and Ross Oakes moved: <i>'The Board notes the report.'</i> – <b>CARRIED.</b></p>	
4.2	<p>Confirmation of Members</p> <ul style="list-style-type: none"> <li>• Nicole Jolly has been elected for another term as Parent Representative and Michael Camilleri has been elected as Staff Representative.</li> <li>• The new Student Representative is Mia Westera.</li> <li>• Randal Wells continues as P&amp;C Representative, having been freshly elected for another term.</li> <li>• There were no other changes to the Board.</li> <li>• Lesley was invited to continue as Secretary which she accepted.</li> <li>• Cameron was invited to continue as Chair which he accepted.</li> <li>• Jenny thanked Cameron for his service as Chair, especially through a challenging year. Lesley added her appreciation also.</li> </ul> <p>Alice Basini and Kati Tonkin moved: <i>'The Board confirms the appointment of the P &amp; C, Parent, Staff and Student Representatives.'</i> – <b>CARRIED.</b></p>	
4.3	<p>Acknowledgement of Retiring Staff member Ross Oakes' term as Staff Representative has ended as has Sebastian Hensley's.</p> <p>Nicole Jolly and Alice Basini moved: <i>'The Board acknowledges the work of Ross Oakes and Sebastian Hensley and thanks them for their work on behalf of Mount Lawley SHS'</i> – <b>CARRIED.</b></p>	<p>Lesley to draft letters of thanks to Ross Oakes and Sebastian Hensley</p>
<b>5.0</b>	<b>Reports and Operational Matters</b>	
5.1	<p>Finance Report and the Annual Budget</p> <ul style="list-style-type: none"> <li>• Lesley advised reports had been sent to the Board which now include Census and Student-Centred Funding details.</li> <li>• Lesley outlined a summary of the Annual Budget 2021 which shows all expected income including Student Centred Funding, Voluntary Contributions and Charges along with fees from other avenues such as facilities hire. Lesley will laminate this for distribution at future meetings as these figures will not change.</li> <li>• Financial reports are still preliminary as the school is waiting for the first tranche of money to come through. Everything remains the same with red, green and pink tabs allocated to the various areas.</li> <li>• Randal asked why Voluntary contributions are not shown in the Finance Report. Julie advised this is because the money from the department has not yet been received. This usually comes in mid-March but has taken longer because of the government being in caretaker mode. Julie expects this to have come through by the next meeting.</li> <li>• Cameron asked Julie if there was anything of concern and she advised she was happy with the way everything was tracking.</li> <li>• Julie advised it was worth noting that as at 23 March 2021 all figures will be operational rather than preliminary.</li> </ul>	<p>Lesley to provide laminated sheet for Annual Budget.</p>

	Randal Wells and Stephen Winn moved: <i>'The Board notes the Finance Report and the Annual Budget.'</i> – <b>CARRIED</b>		
5.2	Principal's Report		
	Student Numbers		
	Year 7-324	Year 10- 343	
	Year 8-335	Year 11- 302	
	Year 9-399	Year 12- 278	
	Total	1981	
	<ul style="list-style-type: none"> <li>The school is undertaking several staffing processes including selecting French, Italian and Physics teachers. This is due to maternity and family carers needs and a retirement. The school is also advertising for an L3 Program Coordinator Languages and a Level 3 Follow the Dream Coordinator. The Breech process for the L3 Learning Support Coordinator position has been formalised and Laura Whelan was the successful applicant.</li> <li>On Friday Lesley had the pleasure of attending the presentation of the Rob Riley Award for the top ATAR Aboriginal student in WA. The ceremony was attended by the Director General Lisa Rogers and several other dignitaries. Taylor McKinnon, a Year 12 graduate from the Class of 2020, scored 96.6 and has been accepted directly into Medicine at UWA. The prize included a cheque for \$5000 to help with her studies.</li> <li>On Friday 12 March the school held the World's Greatest Shave with nine students and staff members participating. The following students took part - Hannah Penglase, Amelia Murphy, Lola Clarke, Lottie Paton Ballard, Harry Boss, Jack Carter, Steven Borinaga, along with two staff members Ms Lalita Swami and Ms Limei Chen. Our Mount Lawley Senior High School team raised an amazing \$11,811.44 for the Leukaemia Foundation to help beat blood cancer. One of the parents volunteered her time to do the shave offs and haircuts. She runs a sustainable salon-Nuvo Hair Studio and is offering anyone affiliated with Mount Lawley SHS a 25% discount. Congratulations to these community minded participants and thank you to everyone that supported the event including the online donations, free dress day donations and Year 11 Hospitality nachos sales.</li> <li>Staff are preparing for the Parent Progress Reporting day/night to be held from 1pm on Thursday 25<sup>th</sup> March. Information regarding the interviews with staff and reports will be electronically posted on Friday 19 March.</li> <li>A disturbing event occurred over the weekend with much of the school being vandalised with graffiti as well as the Dee Caf being broken into and equipment damaged. It's the worst of vandalism Michael Camilleri has experienced in 17 years. It took all weekend for graffiti removers, painters, BMW cleaners, Ed security, police and forensics to ready the school for Monday. The CCT TV coverage did capture four masked individuals however they were not easily identifiable. The school is working with police to identify them and if successful, will seek restitution. It was a pity that the Camp students on Sunday morning saw much of the vandalism, however Michael assured them it would be fixed by the time they returned. In addition, the Korean school, Chinese school and Community Church all approached Michael about the graffiti and expressed their disgust at what they saw. Working as fast as possible, it still took Michael one and a half days to rectify. Lesley is pleased to say the school was ready for normal operations on Monday morning as the offensive graffiti was painted over and the coloured walls are being repainted.</li> <li>On a more positive note, the chaplain has been visiting the Primary</li> </ul>		

	<p>schools as part of our annual process of spreading the good word on what a great school our Local Intake Area students have access to. Our continual improvement in both our student and staff efforts is matched by our continual physical structure updates.</p> <ul style="list-style-type: none"> <li>• The school will purchase additional CCTV cameras hopefully to prevent future anti-social activities.</li> <li>• Cameron asked how the hairdressing discount was being advertised. Lesley said it will be included in next Lawley Update.</li> </ul> <p>Alice Basini and Kati Tonkin moved: <i>'The Board notes the Principal's report.'</i> – <b>CARRIED</b></p>	Additional CCTV Cameras to be ordered.
5.3	<p><b>Student Representative Report</b></p> <p>Cameron provided the Student Representative Report in the absence of both students who are currently on camp.</p> <ul style="list-style-type: none"> <li>• Mount Lawley Senior High School recognised the importance of International Women's Day on Wednesday the 3rd of March this year. Female student leaders from Years 11 and 12 attended a breakfast to celebrate International Women's Day. The event was hosted by Ms Street and the breakfast itself was provided by the Year 11 Hospitality students, this function being the first of their course. Margaret Banks, an incredible woman who has defied many gender stereotypes throughout her career, was invited to the breakfast to speak to all the attendees. Students were lucky enough to hear about her inspiring life story and understand that they too can achieve amazing things even if faced with gender discrimination. Margaret influenced the students in a positive way and the event was an experience female students and staff were grateful for.</li> <li>• In the first whole school gathering of the year, an impressive 58 students were inducted in to our prestigious 90's club. The students found it great to see so many people do so well in their studies and hearing the inspiring words from the Class of 2020 representative, Ella Dickie, allowed the students an insight in to the work it takes to get to the 90's club. The inductees were lucky enough to be in the presence of Simon Millman MLA and, likely the most respected man around MLSHS, Mr Arthur Leggett. This day was also a fantastic opportunity for the new year 7 cohort to see the faces of the 2000 strong student group and see the opportunities and accolades available for the students who work hard.</li> <li>• The 25th of February saw the annual inter-house swimming carnival. Although a very hot day, the event was run extremely well and achieved one of the highest student attendance ratings for some time. The day brought highs and lows for each house, with O'Connor taking the Middle School and Year 9/10 shield convincingly. Murdoch took the Senior School shield narrowly over Hackett with Hackett taking the important combined prize which saw the Green Machine rocket up the competition ladder. The day was enjoyed by all.</li> <li>• On Sunday the 14th, the Bush Ranger Cadet Unit will embark on their first outing of 2021. They will head south to Wellington Dam and spend two nights swimming, cooking, bush walking and introducing the new cadets into the cadet lifestyle. Hopefully the weather holds up and they will have the opportunity to sleep under the stars in what they call 'The One Million Star hotel'. Students will return on Tuesday around 4pm.</li> <li>• The first outing of the GAT Club 1 is just in the rear-view mirror. These outings are a great opportunity for the GAT students to apply their language prowess in a real-life scenario as well as generally being appreciated for all the early morning and the late nights spent committed to their studies. The students greatly enjoyed this experience and are looking forward to their next trip.</li> </ul> <p>Lesley Street and Alice Basini moved: <i>'The Board notes the Student Representative's report.'</i> – <b>CARRIED</b></p>	

5.4	<p><b>Staff Representative Report</b></p> <p>Alice and Ross jointly presented a Staff Representative Report summarising the following points:</p> <ul style="list-style-type: none"> <li>• NAPLAN is on again this year and staff are currently undertaking Professional Development (PD) to ensure they are up skilled in the process for invigilating and delivering the testing.</li> <li>• Participants in Cohort 6 have commenced cultural awareness training and they have already completed two of the 8 modules scheduled - there are about 10 staff members involved in this cohort, with more than 50 staff having completed the training thus far. This is a very worthwhile PD that facilitates meaningful discussions and raises awareness of Aboriginal Culture and perspectives.</li> <li>• Two of the English staff who had already completed this training attended a two-day PD called Tracks to Two-Way Learning. The PD looked at a reciprocal model of teaching and learning for students who speak Aboriginal English and who are taught in Standard Australian English. The staff involved are currently looking at how best to transfer the information they gained to other staff.</li> <li>• The school ball was held on Friday 5th March at the Hyatt and it certainly was a night of glamour and fun. More than 40 staff attended on the night- some who were present at the start to help check in the students and their partners, some who attended for a couple of hours and others who stayed for the whole night. It is always such a delight to see our senior students on such a formal occasion and to watch them enjoy this important rite of passage in the school calendar.</li> <li>• The SVAPA Camp allows the Specialist Visual and Performing Arts community at MLSHS to work together in the five Art forms of Drama, Dance, Media, Music and Visual Art. The year 8 and 9 students work in mixed year groups, allowing for cohorts to collaborate. All students rotate through five art sessions on the second day. Katy Steele from Little Birdy conducted a Music Workshop and Dancer Marnie Orr from WAAPA conducted a Movement Workshop.</li> <li>• The year 12s head down on the first night to conduct camp games with the kids followed by a quiz. The second night the camp hosts the Calathumpian Ball, a tradition stretching back to 2004. Students don their finest fancy dress costume and parade through the hall. The night is concluded with a disco and a movie.</li> <li>• The students have had the opportunity to create their own site-specific performances in their mixed groups on the last day. They present the work for feedback and a round of applause before having lunch and returning home.</li> <li>• This has proven to be a great way for the SVAPA students to work together and an excellent way to extend their skills and practices.</li> </ul> <p>Kati Tonkin and Jenny Fay moved: <i>'The Board notes the Staff Representative's report.'</i> – <b>CARRIED</b></p>	
5.5	<p><b>P&amp;C Report</b></p> <p>Randall provided the P&amp;C Report as follows;</p> <ul style="list-style-type: none"> <li>• The P&amp;C met on 22 February 2021 with a quorum. That meeting was also the AGM.</li> <li>• The following persons were elected as Office Bearers at the AGM: <ul style="list-style-type: none"> <li>○ President: Justin Cvitan</li> <li>○ Vice-President: Patricia Kritas</li> <li>○ Secretary &amp; Minutes Secretary: Leonie Tanner</li> <li>○ Treasurer: Tina Ho</li> <li>○ Other Executive Committee Members: Mei-Ling Day, Helen Goldsmith, Erena Semmler, and Kate Field</li> <li>○ Delegate to the School Board: Randal Wells</li> <li>○ Website Coordinator and Mailing List Coordinator: John Pryor</li> </ul> </li> </ul>	

	<ul style="list-style-type: none"> <li>John Pryor was thanked for his outstanding service to the school as P&amp;C President over many years. A “Thankyou” event for John will be held at the 22 March 2021 P&amp;C Meeting.</li> <li>The P&amp;C endorsed the members of the following committees: <ul style="list-style-type: none"> <li>Music Support Committee</li> <li>SVAPA Support Committee</li> <li>Languages Support Committee</li> <li>GAT Support Committee</li> <li>Lawley Art Auction Committee</li> </ul> </li> <li>As the convenor of the Mount Lawley Performing &amp; Visual Arts Centre Committee (in recess), Randal Wells will be tabling a motion at the next P&amp;C meeting to disband the committee given that it has fulfilled its purpose following the announcement on the future of the ECU campus.</li> <li>Selected items from sub-committees: <ul style="list-style-type: none"> <li>Music: The 1<sup>st</sup> Semester Concert date has changed from 11 May 2021 to 16 May 2021.</li> <li>SVAPA: Information evening to be held at 7pm, 29<sup>th</sup> March 2021 at the Tricycle Theatre.</li> <li>Lawley Art Auction: As noted at the previous Board Meeting, the 2021 auction will be held on 19 June 2021. Randal Wells raised the Board’s query about a contingency plan in the event of COVID restrictions.</li> </ul> </li> <li>As the P&amp;C Representative to the Board, Randal Wells tabled the P&amp;C Representatives report at the AGM. This included information on the Board’s responsibilities (i.e., what it does and does not do).</li> <li>The next P&amp;C meeting will be held on 22 March 2021 at 7 pm at the Warren Daniel Conference Room, MLSHS.</li> </ul> <p>Nicole Jolly and Ross Oakes moved: <i>‘The Board notes the P&amp;C Representative’s report.’ – CARRIED</i></p>	
<b>6.0</b>	<b>Discussion Items</b>	
6.1	<p>Update on Annual School Report 2020</p> <p>Lesley advised the report is to be uploaded to the department by the end of the term. It is currently in draft format however only requires final checking and editing. The document has reduced to 17 pages whilst still meeting the requirements of the department. Lesley asked that any edits be provided to her by email by the end of this week.</p> <p>Randal Wells and Alice Basini moved: <i>‘The Board endorses the Draft Annual School Report for 2020 pending any additional edits.’ - CARRIED</i></p>	
6.3	<p>Statement of Expectation 2021 – 2023 – refer attachment 4</p> <p>This was previously the Delivery and Performance Agreement. The document is almost identical just with new title. It is required to be signed by Lesley and noted by Cameron.</p> <p>Ross Oakes and Randal Wells moved: <i>‘The Chair notes and co-signs the document.’ - CARRIED</i></p>	
<b>7.0</b>	<b>Other Business</b>	
7.1	Jenny mentioned that new Board Members require an induction. Lesley confirmed this will happen.	
<b>8.0</b>	<b>Next Meeting</b>	
	The next meeting is scheduled for Monday, 17 May, 2021 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 6:46pm	
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Signed (Chair) \_\_\_\_\_  
Cameron Brook

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