

**Minutes of Meeting 5 of 2022**  
**Mount Lawley Senior High School - School Board Meeting**  
**Warren Daniel Conference Room, MLSHS**  
**Monday 15 August 2022**

**ATTENDEES:**

Cameron Brook (Chair), Lesley Street – Principal, Michael Camilleri – Staff Representative, Belinda Derby – Staff Representative, Jade Lay – Parent Representative (late), Mei Ling Day – Parent representative Jenny Fay – Community Representative, Mia Westera – Student Representative, Joshua Abordi – Student Representative, Moxey – Visitor, Valerie Burns – Scribe.

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Cameron Brook at 5:30pm.	
1.2	Apologies: Randal Wells – P&C Representative, Dr Kati Tonkin – Community Representative, Nicole Jolly – 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. 5 agenda.	
3.0	Minutes of Previous Meeting	
3.1	The Minutes of Meeting 4 held on Monday 20 June 2022 were tabled and moved.  Belinda Derby and Joshua Abordi moved 'The Board endorses the minutes of the previous meeting as complete and accurate.' – <b>CARRIED</b>	
3.2	Actions Arising – Meeting No. 5 Action List  <ul style="list-style-type: none"> <li>Update 2023 Subject Charges and 2023 Additional Charges documents were tabled and discussed.</li> </ul> Belinda Derby and Jenny Fay moved 'The Board note the amended Subject Charges for 2023'.- <b>CARRIED</b>  Mei Ling and Mia Westera moved 'The Board note the Additional Charges for 2023.' – <b>CARRIED</b>	Completed
3.3	Cameron Brook informed the meeting of his intention to step down as Chair of the School Board with effect immediately. Cameron advised the meeting he would continue to service as a Community Representative on the Board for the remainder of his Term (27 February 2023).  Jenny Fay was invited to nominated as Chair for the remainder of the term, Jenny has previously served as Chair. Jenny left the room and in her absence a discussion took place and it was agreed unanimously to appoint Jenny Fay as Chair for the remainder of the term.  Jenny Fay took over the chairing of the meeting from this point.  A discussion also took place on the nonattendance of Stephen Winn at recent meetings. Lesley advised that she would provide an update at the next meeting.  'The Board note the appointment of Jenny Fay as the Chair of the School Board until 27 February 2023.' - <b>CARRIED</b>	Cameron Brook to put in writing his intention to step down as Chair for the remainder of his term.
4.0	Reports and Operational Matters	
4.1	<b>Finance Report</b> Julie Moxey presented the Finance Report as follows:  <ul style="list-style-type: none"> <li>Operational Online Budget Statement (Blue) as of 31 July all as expected for</li> </ul>	

	<p>this time of the year.</p> <ul style="list-style-type: none"> <li>• Cash Report July 2022, total expenditure budget spent to date 44.59%</li> <li>• School Salary Allocation July 2022 spend YTD 52% which is as expected as we don't receive the funds until February 2022.</li> <li>• Charges and Voluntary Contributions Collections Rates <ul style="list-style-type: none"> <li>Year 7 -10 Voluntary Charges 61.48% 2021 Comparison 58.59%</li> <li>Year 7 10 Compulsory Charges 84.41% 2021 Comparison 45.18%</li> <li>Year 11-12 Compulsory Charges 85.05% 2021 Comparison 46.79%</li> </ul> </li> <li>• Personalised emails and phone calls for outstanding fees have seen a significant increase in payments received.</li> </ul> <p>Cameron Brook and Mia Westera moved: 'The Board note the Finance Report.' - <b>CARRIED.</b></p>	
	<p><b>Principal's Report</b></p> <ul style="list-style-type: none"> <li>• The Music Camp that was planned to be held from Wednesday 22 June to Friday 24 June did not go ahead. When the 100 students and staff arrived at Advent Park on that morning, they discovered Asbestos removal was going on and it was not safe for the students to stay on site. We needed to arrange for buses to go back to the site and for everyone to return to school. In addition, all parents had to be notified given they were not expecting student to return home for two nights. We had to arrange to feed the students lunch and order delivery of pizzas from shops around the area. We arranged for the students to take part in day camps using ECU facilities so that the workshops and masterclasses could go ahead. Lesley commended the staff involved who went above and beyond for the students. We also had to arrange for refunds to all parents which was challenging given the logistics. The matter was reported to the Department and the relevant government agency.</li> <li>• Teachers make recommendation regarding subjects that students are recommended to study in Year 11 based on their results. If they wish to undertake a course that they not recommended for due to failure to attain the prerequisites they must use the online system to ask for special consideration, if this is not granted, they meet with a counsellor and their parents to discuss a way forward. They are then referred to the AAP and AP and ultimately to me. We try to ensure that students end up in a pathway, so they experience success. We pride ourselves on working in the best interests of the students. Over a week over 140 counselling sessions were conducted by our team of trained staff.</li> <li>• The final figures for the Lawley Art Auction have been released and both SVAPA and Music programs will receive just over \$17000. This is a fantastic result and one of the highest amounts the event has ever raised. Well done to all the committee members for their dedication and hard work. Thanks also to the school staff who volunteer to assist for the whole weekend.</li> <li>• This term, due to difficulties in securing concert venues at ECU, last semester's COVID restrictions and repertoire requirements, the Music Department have had to run 8 smaller night-time concerts in the Tricycle Theatre this term. This is in addition to the weekend festival commitments of term 3. I would like to thank the Music Department staff and the IMMS staff for their dedication to our students. I attended the Senior Band and Year 12 soloists</li> <li>• Given the growth in student numbers over the past 5 years we have an issue with the lack of available sports spaces available for Physical Education classes. This will be exacerbated with the new 20 classrooms build and the movement of the transportable buildings to the lower oval in 2023. I have</li> </ul>	

	<p>invited the Executive Director, Infrastructure, and his team to visit the school to explore solutions with Michael Camilleri, Adam Zen, and Lesley Street. One solution discussed was entering into an MOU with the City of Stirling to access a local park, Monday to Friday.</p> <ul style="list-style-type: none"> <li>On Wednesday 17 August Certificate 11 Work Skills students will be holding a trading day as required to satisfy the competencies needed for certification. They will work in small groups to run different stalls during both Middle School and Senior School Lunch. They are required to undertake this micro business enterprise and put up the capital to purchase/ make their stock and as they take all the risks they benefit from any profits or accept any losses. This year there will be 5 stalls selling hot chocolate, waffles and cream, brownies, cupcakes, and a sausage sizzle.</li> </ul> <p>Joshua Abordi and Cameron Brook moved: 'The Board note the Principal's Report.' - <b>CARRIED.</b></p>	
4.3	<p><b>Student Report</b></p> <p>The Student Report was presented by Mia Westera and Joshua Abordi as follows:</p> <ol style="list-style-type: none"> <li><b>Year 8 SVAPA Production - A Mid Summer Nights Dream.</b> Last semester, the Year 8 SVAPA students performed in the annual adaptation of 'A Mid Summer Nights Dream', by Shakespeare. the theme this year was Immersive Magic, and as always, the show was a big hit. The Year 11 and 12 Certificate II in creative industries students, assisted in the behind the scenes of the play, and a big thank you to the Drama teachers for organising the production. All the students had a blast preparing such an amazing play, and we get to look forward to next year's adaptation.</li> <li><b>Prefects Quiz Night</b> - The annual Year 12 Prefects Quiz night was held on the 21 June 2022, and as always, gathered quite the crowd. Each year, the prefects prepare a quiz night, in order to raise money towards their end of year gift to the school, and it is a highly anticipated event for many students, parents, and teachers. It was held upstairs in the Senior School Building, with a silent auction, sausage sizzle, and bake sale included. The prefects raised a \$4000 towards their end of year present, and night was a great hit.</li> <li><b>Year 8 Lightning Carnival</b> - On Tuesday the 9 August 2022, the Year 8 cohort participated in a lightning Carnival. The sports available were netball, football, basketball, soccer, and floorball. The Year 11 Certificate II Sport Coaching students coached each team, assisted by volunteer year 10 students. Even though the weather was cold and rainy, the students still had a great time. A massive thank you to the sport teachers for organising the event.</li> <li><b>French Excursion</b> - On Wednesday the 20 July the Year 11 and 12 French students attended an evening excursion to 'Bloody French', a homey and cosy French restaurant. They played many French games, and practised conversing in the language, as well has eating classic French dishes. Students had a great time and described the evening as an overall great experience.</li> <li><b>Active August</b> - Active August is an event run by Act Belong Commit and organised by Student Services and the library. For the event, there are multiple activities run by the school, including breakfast for walk/ride to school day, a crossword competition in the library, Hola hooping activity, promoting reading books, and lunchtime relaxation activities. The activities are highly anticipated, and many students participate in the activities provided.</li> <li><b>Chemistry Quiz</b> - In week 2 of this term students in the Academic Extension (AE) science classes in Years 9 and 10, were presented with the opportunity to participate in the international chemistry quiz, a test that allowed students to extend themselves and face fun and interesting challenges in the area of chemistry.</li> <li><b>Australian Maths competition</b> - On Thursday week 3 this term, Year 7 to 10</li> </ol>	

	<p>students in the Gifted and talented program (GAT), Academic Extension (AE), or advanced math courses as well as the Year 11 and 12 Specialist Maths students, completed in the Australian Maths Competition, which, similar to the Australian Chemistry Quiz, presented these students with a series of challenging questions that put their maths skills to the test.</p> <p><b>8. Year 10 Leadership Camp</b> - The Year 10 Leadership Camp ran from Wednesday to Friday of week 3. Invited students were selected, as they were either current student leaders, or demonstrated that they possessed the qualities that could lead them to become leaders in future. The camp included a wide range of activities, from mountain biking to high rope courses, throughout all of which we were coached to develop strategies for leadership that we could begin to apply upon our return to school and carry into our future years of high school.</p> <p><b>9. Year 10 Skills Celebration Breakfast</b> - On the Tuesday of last week, the highest performing students from our standard courses and our student leaders were invited to attend a breakfast prepared by the Year 12 certificate II hospitality students in addition to a speech given by Jordan Gliddon, a Mount Lawley graduate from the class of 2009.</p> <p><b>10. Languages Week</b> - During week 3 of this term, the Languages Department held Languages Week. Throughout the course of the week, activities were held in each of the language areas, which increased student engagement with the language they have chosen to study, in addition to enriching</p> <p>Mei Ling Day and Belinda Derby moved: 'The Board note the Students Report.' - <b>CARRIED.</b></p>	
4.4	<p><b>Staff Report</b></p> <p>Belinda Derby presented the Staff Report as follows and gave an overview on some of the committees at school.:</p> <p><b>1. School Committees</b></p> <ul style="list-style-type: none"> <li>Teaching and Learning Committee – The committee is made up of at least one staff member per learning area. This year's focus is on HITS (High Impact Teaching Strategies) as a follow on from our Visible Learning professional development. The committee provide professional learning to staff on best practice.</li> <li>ELearning Committee – established in 2020 on the back of our COVID-19 response. The committee continues to improve planning and professional learning around the use of new technologies ensuring our teaching and learning practices are accessible and modern. Our current focus being on the use of MS Teams and OneNote.</li> <li>OSH Committee now called WHS Committee (Work Health and Safety) – meet next week (every week 6 of term) to discuss concerns raised by staff that have not been able to be resolved through our faults process for whatever reason. This is a valued committee tasked with the watching over the health and safety of our staff and students.</li> <li>I would also like to mention the work of our Healthy Active Coordinator, Claire Bew, for her role in providing student and staff mindfulness activities such as yoga classes.</li> </ul> <p><b>2. National School Opinion Survey</b></p> <ul style="list-style-type: none"> <li>The NSOS has gone out to all parents, students, and staff with healthy returns so far. The school utilises this data to inform future planning. A reminder will be sent out for more submissions soon.</li> </ul> <p><b>3. Middle School Excursions</b></p> <ul style="list-style-type: none"> <li>Year 7 – last week the year 7 students attended an excursion to the Perth Hills Discovery Centre for an Indigenous Culture Day experience. Activities included a Sensational walk, local history lesson and a chance to try making fire from sticks, rope from reeds and crushing seeds for flour. Staff and students reported an enjoyable day despite the cold, rainy weather.</li> <li>Year 8 – last Wednesday the year 8 students competed in their yearly</li> </ul>	

	<p>sports carnival. Lots of fun was had with friendly rivalry from local high schools. The students and staff also reported a fun day even though the weather was terrible.</p> <ul style="list-style-type: none"> <li>Whilst we have limited the number of excursions and professional learning throughout August, (COVID peak) these will come back in term 4. Our staff absences peaked at 38 in one day for August and we have half a month to go! We managed to cover the absences and continue with core business.</li> </ul> <p><b>4. Leadership Team</b></p> <ul style="list-style-type: none"> <li>This semester the school leadership team will continue with our professional learning program through our PLC sessions at the end of our weekly leadership meetings. The aim of the program is continual development of our program coordinators' leadership skills through interesting, current leadership theory and practice.</li> </ul> <p><b>5. Japanese Exchange Students</b></p> <ul style="list-style-type: none"> <li>This week we have had Japanese students visiting and attending classes. It is nice to have exchange students again after an absence of 2 years.</li> </ul> <p>Joshua Abordi and Mia Westera moved: 'The Board note the Staff Report.' - <b>CARRIED.</b></p>	
4.5	<p><b>P&amp;C Report</b></p> <p><b>Jenny Fay read out the P&amp;C Report on behalf of Randal Wells as follows:</b></p> <ul style="list-style-type: none"> <li>P&amp;C last met on 13 June 2022.</li> <li>Woodsome Street Parking: No update</li> <li>The Lawley Art Auction was held on Saturday 18 June 2022.</li> <li>Proposals for how to spend P&amp;C funds will be considered at the next meeting.</li> <li>The next P&amp;C meeting will be held on 22 August 2022 at 5.30 pm.</li> </ul> <p>Lesley Street and Mei Ling Day moved: 'The Board note the P&amp;C Report.' - <b>CARRIED.</b></p>	
<b>5.0</b>	<b>Discussion Items</b>	
5.1	<p><b>Report on School Business Plan Priority Three – Positive Environment for Students and Staff.</b></p> <p>Lesley Street presented a report on Priority Three of the School Business Plan 2021-2025.</p> <ul style="list-style-type: none"> <li>The school achieves a rating of 3.6 or above in the National Schools Opinion Survey (NSOS) relating to health and wellbeing was discussed. The average score for these five questions, as surveyed in 2021 was 3.6 from a 5-point scale (72%). The average score for these five questions, as surveyed in 2020 was 3.87 from a 5-point scale (77.4%).</li> <li>The school achieves a rating of 3.6 or above on the National Opinion Survey relating to how supported staff and students feel at the school, as surveyed in 2021 the average score achieved was 3.6.</li> <li>Attendance rates meet or exceed 'Like schools', Lesley said it was difficult to ascertain the accuracy of attendance figures as COVID has had an impact on attendance and the figures are not 100% reliable give COVID.</li> <li>Each year, 30 students from Year 9-12 will achieve 'Colours', Lesley advised the statement in the Business Plan needed some clarification. Particularly with Year 9, as they were unable to volunteer outside of school because of their age. Lesley advised the 15% would now apply only to Year 11 &amp; 12 cohorts and the School Business Plan would be updated to reflect this change. Community Service has been removed as a WACE requirement.</li> <li>The structures and courses needed to maximise the opportunities provided by the acquisitions of the WAAPA facilities will be created, Lesley advised the meeting that conversations were ongoing and subject to review each year about new courses.</li> </ul>	

	<ul style="list-style-type: none"> <li>One strategy was to introduce the Duke of Edinburgh Award Program with at least 20 participants. The program began with 37 students which is a significant increase on our target. Four Bronze Awards have been completed. There have been two Silver registrations for 2022 Year 10 students.</li> <li>In Term 4 Priority 4 'Effective Partnerships' will be discussed.</li> </ul> <p>Cameron Brook and Jade Lay moved: 'The Board note the Report Against the School Business Plan – Priority Three: Positive Environment for Students and Staff.' – <b>CARRIED.</b></p>	
5.2	<p><b>COVID-19 Update</b></p> <p>Lesley Street provided an update on COVID-19.</p> <ul style="list-style-type: none"> <li>For the first four weeks of Term 3 164 students and 23 staff members have tested positive, but the numbers are slowly decreasing</li> <li>44,000 RATS were delivered to the school with 20 tests for each family distributed.</li> <li>Students and staff encouraged to wear masks, wash their hands, and keep social distance.</li> </ul> <p>Joshua Abordi and Mia Westera moved: 'The Board note the COVID-19 update'. – <b>CARRIED.</b></p>	
5.3	<p><b>Attendance Report</b></p> <p>Lesley Street distributed the 2021 Attendance Report</p> <p><i>Note: Take on notice and to be discussed at next meeting.</i></p>	
5.4	<p><b>Suspension Report</b></p> <p>Lesley Street distributed the 2021 Suspension Report</p> <p><i>Note: Take on notice and to be discussed at next meeting.</i></p>	
5.5	<p><b>Reporting to Parents 2023</b></p> <p>A letter requesting to alter the configuration of the school day, 29 June 2023, for the purpose of reporting to parents was tabled.</p> <p>Cameron Brook and Joshua Abordi Approved: 'The Board approved the Reporting to Parent 2023 date and the letter.' - <b>CARRIED</b></p>	Send the letter to Steven Watson.
<b>6.0</b>	<b>Other Business</b>	
6.1	Dates for next year to be tabled at the next meeting,	
<b>7.0</b>	<b>Next Meeting</b>	
	Next meeting Monday 12 September at 5.30pm	
<b>8.0</b>	<b>Meeting Close/Adjournment</b>	
	The meeting was closed by Jenny Fay at 6.30pm	

Signed (Chair) \_\_\_\_\_  
Jenny Fay

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