

Minutes of Meeting 6 of 2022
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday 12 September 2022

ATTENDEES:

Dr Jenny Fay (Chair), Lesley Street – Principal, Michael Camilleri – Staff Representative, Belinda Derby – Staff Representative, Jade Lay – Parent Representative, , Mia Westera – Student Representative, Joshua Abordi – Student Representative, Randal Wells – P&C Representative, Julie Moxey – Visitor, Andrew Paul – Visitor, Valerie Burns – Scribe.

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Dr Jenny Fay at 5:30pm.	
1.2	Apologies: Dr Kati Tonkin – Community Representative, Nicole Jolly – Community Representative, Cameron Brook – Community Representative, Dr Stephen Winn – Community Representative, Mei Ling Day – Parent representative.	
1.3	Welcome: Andrew Paul, Chaplain, Mount Lawley Senior High School	
1.4	Correspondence received: <ul style="list-style-type: none"> Formal resignation from Professor Stephen Winn Email from Mr Cameron Brook stepping down as Chair of School Board - Mr Brook advised the board he would remain on the Board as a Community Member for the remainder of his term. February 2022. Moved by Jenny Fay: 'The Board accept the resignation of Professor Stephen Winn.' – CARRIED	Lesley Street to draft letter of thanks to Professor Stephen Winn and Mr Cameron Brook
1.5	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 Meeting 5 held on Monday 15 August 2022 were tabled and moved. Joshua Abordi and Belinda Derby moved 'The Board endorses the minutes of the previous meeting as complete and accurate.' – CARRIED	
3.2	Actions Arising <ul style="list-style-type: none"> Letter from Cameron Brook regarding his intention to step down as Chair of the Board. Letter to Mr Steven Watson – Reporting Day 2023. 	Completed
4.0	Reports and Operational Matters	
4.1	Finance Report Julie Moxey spoke to the Finance Report as follows: <ul style="list-style-type: none"> Julie apologised for the delay in providing the Board with the Finance Report, Julie explained that due to absences on the Finance Desk it has been a challenge. The Operational Online Budget Statement August 2022 is as expected for this time of the year, and the school is tracking well. Cash Report total expenditure budget received 118.2% and total Cash Expenditure budget spent to date is 62.7 %. School Salary Allocation spent YTD is 67% which is as it should be for this time of year. Julie advised the meeting contributions were still coming in but were slowing down, the email to parents this year had made a big difference. Charges and Voluntary Contributions Collection Rates: <ul style="list-style-type: none"> Year 7-10 Voluntary Charges 61.76% 2021 Comparison 59.22% Year 7-10 Subject Charges *113.77% 2021 Comparison 69.59% Year 11-12 Compulsory Charges 88.65% 2021 Comparison 54.02% Julie explained the *113.77% refers to what we had received compared to what we had budgeted for.	

	<p>Julie Moxey advised the meeting she would be on leave for 4 weeks in Term 4 and her first day back to 14 November 2022 and the finance documents may not be finalised, she said everything was on track and covered while she was away.</p> <p>Randal Wells and Mia Westera moved: 'The Board note the Finance Report.' - CARRIED.</p>	
	<p>Principal's Report</p> <ul style="list-style-type: none"> As is the case with the wider community COVID-19 Cases have significantly dropped this term with only 197 students and 43 staff (522 students and 66 staff in term 2). Notwithstanding this, we are still experiencing quite high levels of staff absence for other reasons including cold and other winter ailments. In addition, staff are trying to make up cancelled and postponed excursions and carnivals so finding relief staff in an era of teacher shortages is sometimes problematic. On Tuesday 5 September, Michael and I went to ECU at Joondalup to meet with Pro Vice-Chancellor and Executive Dean, School of Engineering, Professor Daryoush Habibi. I signed a signed a Memorandum to collaborate in the STEM learning space. This opportunity will connect staff from both institutions to provide our students with challenging higher order authentic learning tasks in the STEM, mathematics, and physics environment. ECU have developed a new course to challenge our brightest students who will be able to immerse themselves in the learning with support from the ECU Engineering faculty. Our students will also be given priority access to one day holiday STEM Programs. The university has also made four Academic Prizes available to our students in Year 12 Specialist Maths, Maths Methods, Engineering and Physics. In addition, our student are eligible for undergraduate Engineering scholarships to the value of \$20000. Our very own Lawley Legend Arthur Leggett turned 104 on the 8th September 2022. Michael and I were invited to his family Birthday Party on Sunday 11 September and presented him with a gift and card signed by the staff. In his usual manner Arthur made a speech full of humility and gratitude. As always, he spoke so well and embraced the youth as the future of tomorrow and he then looked around the group and said that 'when he is surrounded by so many friends and family, he is not in a wilderness but in a meadow' How true is that! Arthur was also interviewed by 6PR for his pearls of wisdom which can be streamed from their website. It was very pleasing to see Sunila Singh and Diane Calligaro selected by the Economics Teachers Association of WA to attend the Reserve Bank of Australia Teachers Immersion event in Sydney. Sunila and Diane joined other Economics teachers from across Australia. They were addressed by members of the Corporate Executive including the Governor Phillip Lowe on topics including inflation, unemployment, and the fact that the economy is a crossroads. Sunila and Diane said the opportunity to take part in such a masterclass was invaluable and gave them both insights they could share with their students. Staffing for 2023 is well underway. Lesley gave an update on positions vacant and positions finalised to date. The granting of a new Public Holiday to commemorate the Passing of Queen Elizabeth 2 has caused a few housekeeping difficulties including changing some year 12 exams and prefects interviews. <p>Joshua Abordi and Belinda Derby moved: 'The Board note the Principal's Report.' - CARRIED.</p>	
4.3	<p>Student Report - The Student Report was presented by Mia Westera and Joshua Abordi as follows:</p> <ul style="list-style-type: none"> Music festivals - Over the course of the last few weeks, there have been numerous music festivals and concerts, mainly held in the Tricycle Theatre here at Mount Lawley. Many students from the Music Program, have participated, and performed wonderfully. These festivals and concerts are a great way of showing off the hard work that students and teachers alike put into their classes and lessons. A big thankyou to the Music Department for organising and running these events. 	.

	<ul style="list-style-type: none"> • Prefect elections - During Week 6 of Term 3, Prefect nominations opened for 2023. This was highly anticipated by the Year 11 cohort, and 37 students applied, with only 21 receiving emails for interviews, which are to occur in Week 10 of this Term. They will be run with Ms Street (Principal), Ms Simon (Associate principal, Senior school), and Ms Henry (Year 11 coordinator). Students will receive an email over the duration of the holidays, confirming whether they got a Prefect position, and the school captains will be announced at the Leavers assembly next term. Good Luck to them all! • Year 12 leavers week - The formal schooling for the current Year 12s is almost at its end, concluding with the annual Leavers week, in Week 8 of this term. Leavers' week consists of many fun and fabulous activities for the Year 12s to participate in, such as the highly anticipated Students vs Teachers Footy Game, and the Dress up day. This year, a 'Bring anything but a bag day' was introduced, and the students had a blast. I wish them all the best for their future endeavours! • Mock ATAR Exams - The Year 12 ATAR students will soon have to complete their Mock exams, in preparation for their WACE exams later this year. These exams cover their whole curriculum from the beginning, and students are both nervous for the exams, but excited for them to be over! These will be the last formal set of exams run by the school before they complete their WACE. Best of luck to those who are sitting them! • Year 9 Skills Recognition Breakfast - On Wednesday 31 August, many of the high achieving students from the Year 9 cohort came together to listen and learn from a successful leader in our community: James Banks. These students learnt countless life lessons from James' journey to where he is today and his career as a WA Tesla Service Manager. Afterwards, the students had the opportunity to enjoy an incredible array of food for breakfast, made by the Year 12 Certificate II in Hospitality students. • OLNAs - During week 7 of this term the few Year 10, 11 and 12 students who did not pass the first round/s of OLNAs testing earlier this year, sat the OLNAs tests in Reading, Writing, and Numeracy. These students have been provided specialised support from staff. If these students don't pass this round of OLNAs examinations, they will continue to receive support as they go into their later years of high school, and they will be enabled to re-sit the test twice each year. • Year 8 camp - Also during Week 8 this term, was the Year 8 camp. This camp was split into 2 groups, with one half of the year group going on camp during the first half of the week and the other half in the latter. Hearing from the students who attended this camp, it was widely enjoyed amongst students and teachers alike so this camp can be seen as a definite success. <p>Jenny Fay commented she always enjoyed the Student Reports and it was nice to hear what the happening in the Middle School.</p> <p>Belinda Derby and Lesley Street moved: 'The Board note the Students Report.' - CARRIED.</p>	
4.4	<p>Staff Report – no written report.</p> <p>In lieu of no written report Jenny Fay suggested a staff wellbeing check-in.</p> <p>Michael Camilleri advised the meeting the school and staff were slowly going back to a normal routine after the upheaval of COVID and staff are now requesting PD which was previously on hold due to COVID. Michael said backfilling some positions in Term 4 was proving a challenge as a number of staff were taking LSL</p> <p>Joshua Abordi and Jade Lay moved: 'The Board note the Staff Report.' - CARRIED.</p>	
4.5	<p>P&C Report – no written report.</p> <p>Randal Wells gave an update as follows:</p> <ul style="list-style-type: none"> • The P&C have received a proposal to change the school jacket, with the preference being a soft-shell jacket or sweatshirt. Joshua Abordi commented that a number of students had also approached Michael Camilleri with a similar proposal. • The logistics and formal process of changing the uniform were discussed. 	Letter of condolences to John Pryor's family on behalf of the Board – Lesley Street

	<ul style="list-style-type: none"> Lesley Street advised the meeting John Pryor a previous long serving member of the school P&C had passed away. <p>Moved by Jenny Fay: 'Board notes Mr Pryor's passing and will send a letter of condolences to his family.' – CARRIED.</p> <p>Lesley Street and Mei Ling Day moved: 'The Board note the P&C Report.'- CARRIED.</p>	
5.0	Discussion Items	
5.1	<p>Report on School Business Plan, Priority Four - Effective Partnerships. Attached as an addendum.</p> <p>Target 1: The school achieves a rating of 3.6 or above in the National School Opinion Survey School relating to parent satisfaction:</p> <ul style="list-style-type: none"> 20 questions from the NSOS relate to parent satisfaction: Q1. Teachers expect students to do their best (4.2); Q2. Teachers provide useful feedback (3.7); Q3. Teachers treat students fairly (3.7); Q4. The school is well maintained (3.9); Q5. My child feels safe at school (3.9); Q6. I can talk to teachers about concerns (4); Q7. Student behaviour is well managed (3.5); Q8. My child likes being at this school (4); Q.9 The school looks for ways to improve (3.7); Q10. The school takes parent opinions seriously (3.4) Q11. Teachers motivate my child to learn (3.6); Q12. My child is making good progress (3.8); Q13. My child's learning needs are met (3.7); Q14. The school works with me to support my child's learning (3.6); Q15. The school has strong relationship with local community (3.6); Q16. School is well led (3.6); Q17. I am satisfied with standard of education (3.7); Q18. I would recommend this school to others (3.8); Q19. My child's teachers are good teachers (3.8); Q20. Teachers care about my child (3.8). The average score for the 20 questions, as surveyed in 2021, was 3.75 <p>Target 2: 25% of teaching staff to mentor pre-service teachers, Scholars in Residence students and PlaN Program students.</p> <ul style="list-style-type: none"> 42 pre-service teacher placements from ECU and Curtin. 8 Scholars in Residence from ECU. There were no PlaN students. We had more staff interested in mentoring pre-service teachers than were students available in the learning area. <p>Target 3: An audit will be conducted and the effectiveness of all school partnerships will be evaluated.</p> <ul style="list-style-type: none"> Complete audit to be finished by the end of 2023. Each year Student Services meets with partners and evaluates the effectiveness and ongoing tenure. <p>Target 4: The school will actively source partnerships to enhance STEAM opportunities for students.</p> <ul style="list-style-type: none"> Over the last 12 months the STEAM coordinator has been active in seeking new opportunities for students. The most significant events students have had the opportunity to take part in include WA Schools Think Tank Challenge where we achieved second place. The Innovators Tea Party was held in August and over 60 students took part. Students also took part in 12 other events including visits to TAFE, EC University. The coordinator has also delivered professional Development sessions at various events. <p>Target 5: The school will expand the number of employers providing opportunities for students to access Workplace Learning.</p> <ul style="list-style-type: none"> In 2020 we had 496 employers on the books. In 2021 we sourced an additional 37 employers in Beauty, Education/ Childcare, Fashion Design, Aged Care, Hospitality, Pharmacy, and retail. Trades included Locksmiths, Electricians, Plumbers and Diesel Mechanics. 27% of booked placements did not go ahead due to a variety of reasons including: COVID-19, exam 	

	<p>classes, family issues and the need for course catch-ups. This is fewer missed placements than in 2020 when work placements ceased for terms 1 to 3.</p> <p>Target 6: The school will support and foster new opportunities to give back to the local and wider community:</p> <ul style="list-style-type: none"> • Due to COVID-19 some outside events were cancelled in 2021. These included activities such as the Indigenous Returned Services Ceremony, the United States Memorial Day Service and sports coaching sessions to local schools. Lesley advised she was unsure if the United States Memorial Day Service would continue. • However, the school did take part in The Mount Lawley ANZAC service, EX-POW Memorial Service, and the Mount Lawley/Inglewood Rotary fairs. The Bushranger Cadets supported environmental projects at all their camps. • A discussion took place on Jenny Fay's wish for the school to have links with the Red Cross Blood Bank. <p>Mia Westera and Jade Lay moved: 'The Board note the Report Against the School Business Plan – Priority Three: Positive Environment for Students and Staff.' – CARRIED.</p>	
5.2	<p>Attendance Report . Attached as an addendum.</p> <p>Lesley Street distributed the Attendance Report which was also taken on notice at the previous meeting.</p> <ul style="list-style-type: none"> • Jenny Fay highlighted some discrepancies to the document/graphs and sought clarification on the wording. • Jenny Fay said the attendance figures were remarkably better than she had expected and a discussion took place on what had impacted the numbers in 2021. • A discussion took place on the Year 10 figures and why they were significantly higher than the other Year groups. <p>Belinda Derby and Jade Lay moved: 'The Board note the Attendance Report'. – CARRIED.</p>	Amendments to the Attendance Report – Lesley Street
5.3	<p>Suspension Report. Attached as an addendum</p> <p>Lesley Street distributed the Suspension Report which was taken on notice at the previous meeting.</p> <p>Lesley spoke to the report and a discussion took place on the suspension categories, suspension days and suspensions by year groups., Lesley advised the meeting the suspension data would be very similar to every other like school in the state.</p> <p>It was noted Semester 1 suspensions were looking high compared to previous years and Lesley advised the meeting the school had inherited a number of difficult students from other schools and as they were in the catchment area the school had no choice other than to enrol them. Michael Camilleri advised the school was focusing on poor student behaviour and as a consequence the Suspension rates would see an increase. The Board supported the schools stance on poor behaviour and acknowledged it possibly would be reflected in an increase in future suspension rates.</p> <p><i>Joshua Abordi and Jade Lay moved :</i> 'The Board note the Suspension Report'. – CARRIED.</p>	

5.4	<p>Report on Chaplaincy Program – Andrew Paul was invited to the meeting to present the report. Attached as an addendum.</p> <p>Overview: YouthCARE Chaplains support the social, emotional, and spiritual well-being of the school community while demonstrating our values of respect, compassion, and service. Our chaplains focus on the well-being of your school community to make a real difference in the educational outcomes of students by providing an essential social, emotional, and mental health support service. YouthCARE chaplains are there to listen and provide a supportive place to talk. We offer confidential, non-judgmental pastoral care and programs based on respect, compassion and service. YouthCARE chaplains are trained in pastoral care, with ongoing training opportunities provided to specialise in critical incidences, community members living in isolation and mental health initiatives. Our aim is to support young people and their communities who may be facing challenging personal and social issues. We listen, understand, and refer to extra help if it's appropriate. YouthCARE Chaplains are placed according to an individual schools needs after undergoing a rigorous application process including qualification assessments, interviews, reference checks, internationally recognised vocational psychological screening and a comprehensive 3-day induction training. All Chaplains are made aware, and abide by, the condition that there is no proselytising within the role.</p> <p>Jade Lay and Randal Wells moved: "The Board note the Report on Chaplaincy Program" – CARRIED.</p>	
5.5	<p>Proposed dates for the School Board Meetings 2023</p> <ul style="list-style-type: none"> • Meetings are held Week 5 and Week 9 • Discussion took place on the feasibility of having one meeting a Term. <p>Mia Westera and Belinda Derby moved: 'The Board approved the dates for the School Board Meeting 2023.' - CARRIED</p>	
6.0	Other Business	
6.1	Dates for next year to be tabled at the next meeting, Looking at two Community Representative to the Board if you have any suggestions please contact Lesley Street.	
7.0	Next Meeting	
	Next meeting Monday 14 November 2022 at 5.30pm	
8.0	Meeting Close/Adjournment	
	The meeting was closed by Dr Jenny Fay at 7.05 pm	

Signed (Chair) _____
Jenny Fay

Date: _____