

Minutes of Meeting 3 of 2023
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday 22 May 2023

ATTENDEES:

Lesley Street – Principal, Michael Camilleri – Staff Representative, Belinda Derby – Staff Representative, Jade Lay – Parent Representative, Mei-Ling Day – Parent Representative, Libby Matthew – Parent Representative, Dr Kati Tonkin – Community Representative, Dr Jennifer Shand, Professor Stephen Winn (by video conference) Joshua Abordi – Student Representative, Amy Ehrhardt – Student Representative, Helen Goldsmith – P&C Representative, Julie Moxey – Manager Corporate Services, Valerie Burns (Scribe)

1.0	Welcome and Apologies	ACTIONS
1.1	Opening and welcome: The meeting was opened by Lesley Street, and she welcomed Dr Jennifer Shand and Stephen Winn to the meeting.	
1.2	Apologies: Nil	
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. 3 agenda.	
3.0	Membership Update	
3.1	<p>Confirmation of new Community Members and election of new Chair.</p> <p>Lesley Street formally welcomed Dr Jennifer Shand and Professor Stephen Winn, two Community Members to the meeting. Biographies for both members were distributed by email on 26 April 2023.</p> <p>Lesley advised the position of Chair of the School Board was vacant and the election of a chair was an open process whereby anybody interested in being the Chair could self-nominate or a member could nominate anyone else. Dr Stephen Winn advised he was more than happy to nominate. Lesley asked if the board were happy to accept Stephen's nomination and after a show of hands Dr Stephen Winn was elected as the Chair.</p> <p>Lesley asked if Dr Kati Tonkin if she was happy to chair the meeting as Stephen was attending by video conference and did not have access to all the papers being tabled.</p> <p>It was also confirmed that Helen Goldsmith is the P&C Representative on the Board.</p> <p>Lesley Street asked it to be noted in the minutes her personal gratitude to Dr Kati Tonkin for stepping in as Interim Chair, Kati has chaired the last number of meetings in an exceptionally professional, thorough and in a friendly manner. Lesley said she was very glad Kati was continuing on the board as she brings a great deal of expertise.</p> <p>Elizabeth Matthew and Amy Ehrhardt moved: 'The Board notes the new Community Members and election of new Chair.' - CARRIED</p>	
4.0	Minutes of Previous Meeting	
4.1	<p>The Minutes of Meeting 2 held on Monday 27 March 2023 were tabled and moved.</p> <p>Lesley Street and Belinda Derby moved: 'The Board endorses the minutes of the previous meeting as complete and accurate.' – CARRIED</p>	
4.2	Actions Arising	Completed
5.0	Reports and Operational Matters	
5.1	<p>2023 Annual Budget and Finance Report presented by Lesley Street and Julie Moxey. Attached as an addendum.</p> <p>The 2023 Budget and the Financial Reports were emailed to the Board members on 18 May 2023 for reference. Julie advised the 2023 Budget outlines the Student-Centred Funding, the budget is running at a surplus. \$225k has been transferred from the Reserve Account for the purchase of new school bus.</p>	

	<p>Lesley Street gave a brief description of the Finance Report for the members and explained the different reports which are issued at each meeting.</p> <ul style="list-style-type: none"> • Operational One Line Budget • Cash Report • Financial Summary • School Salary Allocation • Charges and Voluntary Contributions <p>Julie Moxie advised the invoices for Charges and Voluntary Contributions are issued at the end of Term 1 and the payments received to date were comparable to last year.</p> <p>Mei-ling Day and Stephen Winn moved: 'The Board note the 2023 Annual Budget and Finance Report.' - CARRIED.</p>	
5.2	<p>Principal's Report</p> <p>On the first Friday of Term 2 students from Years 7,8, 10 and 12 attended the ANZAC Day school assembly in the gym. The choir and Concert Band 1 performed the National Anthem and the hymn Abide with Me and our prefects and councillors undertook special duties. Tahlia-Rae Willcocks presented the Acknowledgement of Country, Kate Sullivan was the flag raiser, and three Year 11 students Amy Crockford, Elena Chou and Rosie Scutt played the Last Post. Several special guests laid wreaths and our local MLA Simon Millman gave the address.</p> <p>The annual Ex-Prisoners of War service was held at their memorial in Kings Park on 6 May. His Excellency the Honourable Chris Dawson AC APM attended along with representatives of the defence forces, representatives from many veterans' organisations and relatives and friends of the POW. We were thrilled that our Lawley Legend 104 year old Arthur Leggett attended the service and recited the Ode. After the service the Governor privately presented Judd Diletti, School Captain and Andrew Paul, School Chaplain with a Governors Medallion.</p> <p>On Wednesday 10 May, on behalf of SCSA we hosted six international visitors from the Pakistan Department of Education. Their education department is looking into offering the West Australian Curriculum. The visitors toured the school, visited several classrooms, and took part in a briefing on how our system operates.</p> <p>On Friday 6 May the school was selected to take part in a professional photo shoot and video to promote international education in Western Australia to overseas markets. It was interesting for our students to see how such shoots are organised. Later in the year they will use drones to conduct an aerial shoot.</p> <p>Due to Covid it has been several years since schools were permitted to undertake overseas tours, but this restriction has now been lifted. I recently applied, via the Department, to the Minister of Education for permission for 30 SVAPA and 4 staff students to travel to the United Kingdom in April 2024. During their tour students will visit theatres, galleries, and museums. They will also take part in several workshops with world renowned theatre companies.</p> <p>Given the interest in Cyber Security the school hosted a parent evening featuring an expert who conducted a workshop to assist them to manage the dangers inherent in young people using the internet. This was a popular topic and over 80 parents took the opportunity to be educated on the topic.</p> <p>The annual Lawley Art Auction will be held on Friday 17 May in the Senior School building. As a result of the building program parking will be available at ECU. Students will be on site to guide visitors. As usual the dedicated committee members have been working hard and works from over 100 established and emerging artists will be auctioned. All board members are invited to attend and are asked to advise me via email or phone so I can organise for a complimentary catalogue to be made available for them.</p> <p>Jade Lay and Belinda Derby moved: 'The Board note the Principal's Report.' - CARRIED.</p>	
5.3	Student Report – presented by Joshua Abordi and Amy Ehrhardt	.

On Thursday 23 March, seven of our Year 11 Bush Ranger Cadets took part in a conference marking the 25th anniversary of the Bush Ranger Cadets. Although the event was primarily aimed at unit leaders, these students actively contributed throughout the day, running several activities and quizzes. Moreover, two of the cadets, Amy and Chelsea, shared their personal experiences within the Bush Ranger Cadets, delivering a speech to the attendees.

On Wednesday 29 March, a group of Year 11 ATAR Biology students embarked on an excursion to the Perth Discovery Centre. The focus of the outing was to learn about the impacts of fire on different terrains, specifically contrasting unburnt sites with those recently subjected to prescribed burns. The students had the opportunity to collect a variety of data, utilising some unique tools provided by the center for a hands-on learning experience.

On ANZAC Day the Year 12 prefects played a significant role at the commemorative ceremony held at the Inglewood RSL. Kate Fragomeni, one of the prefects, delivered a speech titled "Soldier's Diary", contributing to the solemnity of the day. In addition to this, the Year 12 prefects assisted with setup and pack down of the event. They also aided elderly community members in laying wreaths and laid a wreath on behalf of the school.

The school celebrated the accomplishments of high-achieving Year 12 students with a special breakfast. This meal was prepared by the students in the Certificate III Hospitality course, showcasing their culinary skills. This collaborative event not only recognized students' academic excellence but also provided an opportunity for our hospitality students to put their culinary skills into action.

The Year 7 students attended their first major social event at our school – a lively disco. This gathering was a fantastic opportunity for the students to connect and enjoy themselves outside the classroom environment. Based on the enthusiastic feedback from those who attended, this event was highly enjoyed.

The annual Ex POW Service was held on Friday 12 May in King's Park, honoring prisoners of war. In attendance were several special guests including government ministers, representatives of the armed forces, the governor of Western Australia and most importantly our Lawley Legend Arthur Leggett. Arthur read the ode and prefects Kate Fragomeni and Brendan Bosman read the Lord's Prayer and Psalm 121 respectively. The school choir and concert band 1 were both also in attendance, performing several pieces including the Australian National Anthem and the hymn "Abide with Me." Additionally student councillors from years 10 and 11 and the school prefects helped with the setup and running of the service. Having attended it myself for a number of years I can certainly say that this year's service was no exception to the high stated to which this service has been carried out by our school.

On Friday 5 May, the Year 11 Outdoor Education students set off for an engaging two-day sailing adventure on the river. There, they got to practice various sailing techniques that they had learned in class. I have been told by the students who attended that this was a very highly anticipated and enjoyed camp.

Students in the Follow the Dream Program from 8 schools including our own attended Wireless Hill for a cultural day led by Dr Noel Nannup and with the help Bel Cox. Students listened to Noel and Bel's life experiences. Students were split into men's and women's business. Both groups learnt some Noongar knowledge about the plants in the area and their Traditional uses.

On the Wednesday 29 March the two-year 11 Health studies ATAR classes went on an excursion to the Royal Perth Hospital. They were shown the statistics of hospital admissions, went on tours through the intensive care and trauma unit and the emergency room and learnt the process a patient can take from arriving at the emergency room to ending up in the intensive care. Overall, they said it was a great day and they learnt a lot.

	<p>The Arts and languages festival took place on the Friday 31 March. There were lots of different types of food hosted by food trucks and the students. The Trike crew was there at 7:45 to set up the tables and stalls, helped throughout the day and stayed late to pack up. The Business students also helped set up and they ran the stalls throughout the afternoon. Overall, everyone had a great time.</p> <p>On Wednesday 5 April the Year 10, 11, and 12 French students went to Palace cinemas in the city to see the French film- Sugar and Stars. Afterwards they had lunch in the food courts before heading back to school at 2:45. The French students said it was a great day.</p> <p>In week 2 the year 10 students who didn't achieve band eight or higher in NAPLAN sat OLNA. There are about 330 students in year 10 and at the start of this term roughly 50 were required to sit OLNA. They are still awaiting results.</p> <p>The Post-Secondary opportunities presentation will be held on Wednesday 24 of May. The Year 10 post-secondary presentation will take place in the ECU theatres. It goes from 5:15 to 8 with a mini expo and presentations by the major universities and TAFE. It is a presentation for parents/carers and their Year 10 students to find out more about pathways beyond Year 12, campus life, and how you can get in if you don't initially meet the criteria.</p> <p>Next week the year 7s have their first immunisations on Monday and Tuesday morning.</p> <p>On Wednesday 31 May the Aboriginal excellence program students, follow the dream students, choir, and concert band 2 will attend the Indigenous War Veterans service at Kings Park. It is a memorial service to honour and recognise indigenous war veterans. A lot of indigenous Anzacs were never acknowledged for serving and they also didn't qualify for veterans' pensions like non aboriginal people.</p> <p>Next week the Year 10 Try a Trade takes place. It is a program designed to encourage people into trades and gives a taste of different career pathways, including Plumbing, Decorating, and Painting. A couple weeks ago students had the opportunity to put their names down to get one of the 16 slots available. It is something Mount Lawley has hosted in the past, but this year is being hosted by John Forrest on Monday, Tuesday, and Wednesday.</p> <p>Mei-Ling Day and Jade Lay moved : 'The Board note the Student's Report.' - CARRIED.</p>	
5.4	<p>Staff Report –presented by Belinda Derby</p> <p>This staff report provides an overview of significant events and activities that have taken place at Mount Lawley since our last report. The following events and initiatives have contributed to the growth and development of our school community.</p> <ul style="list-style-type: none"> • We were delighted to host a Japanese student exchange visit, where a group of students from Japan visited our school. This exchange program fostered cultural understanding and provided an opportunity for our students to engage in meaningful interactions with their Japanese counterparts. • A whole school staff meeting was held to discuss the implementation of two-way radios for improved communication and emergency response within our school. Staff members were trained on the effective use of these radios and the necessary protocols to ensure the safety of our students and staff during critical situations. • We hosted a meeting of literacy coordinators from various schools in the region. This meeting served as a platform for collaboration, sharing best practices, and discussing strategies to enhance literacy instruction in our school and beyond. • Our parent reporting evening provided an opportunity for teachers and parents to discuss student progress and development. It was well-attended, and positive feedback was received regarding the quality of communication and the support provided by our teachers. 	

	<ul style="list-style-type: none"> • We organized a Languages and Arts Festival to celebrate the diversity and creativity of our students. The festival included various supporting events such as cultural performances, art exhibitions, and interactive language workshops, showcasing the rich tapestry of cultures represented within our school community. • We received recognition from the Director General of Education for our commitment to embracing STEM learning and preparing students for modern workplaces. This acknowledgment highlights our dedication to providing students with the skills and knowledge necessary to solve real-world problems through STEM education. • Our School Development Day focused on showcasing innovative strategies related to the use of Differentiation in teaching and learning. Staff members engaged in workshops and professional development sessions to enhance their proficiency in implementing high-impact teaching strategies (HIT) effectively. <ul style="list-style-type: none"> ○ Staff members participated in an Asthma Certification training session to ensure they are well-equipped to manage Asthma-related situations effectively. ○ Analysing Student Data: Additionally, professional development activities focused on identifying students' strengths and areas for improvement, allowing for targeted and personalized instruction. • During the ANZAC whole school assembly, we successfully trailed live streaming of the event to provide access to students in classes that were not at the event. This initiative allowed for wider participation and engagement with the assembly. • We welcomed an international education delegation from representatives from Pakistan. This visit aimed to foster cultural exchange and explore potential collaborative opportunities between our schools through SCSA and the Department of Education. • Our international students were featured in a media event organized by the Department of Education (DOE). The purpose of this event was to film our international students and showcase their experiences for promotional purposes, highlighting the diverse and inclusive nature of our school. <p>Mei-ling Day and Helen moved 'The Board note the Staff Report.' -CARRIED.</p>	
5.5	<p>P&C Report – Helen Goldsmith presented the P&C Report.</p> <p>Helen advised the P&C had recently filled the Vice President position on the P&C Committee and it was hoped the secretary position would be also filled soon. The number of parents attending the SVAPA, Music and Lawley Art Auction Meetings are very low. The Parent Engagement Committee is ticking over with the parents involved with the Coffee Club, Facebook page, teachers morning tea and the Year 6 morning tea in Term 4.</p> <p>Michael Camilleri thanked Helen for her ongoing work and commitment to the school.</p> <p>Amy Ehrhardt and Belinda Derby moved 'The Board note the P&C Report.' -CARRIED.</p>	
6.0	Discussion Items	
6.1	<p>Funding Agreement for Schools 2023. Attached as an addendum.</p> <p>Lesley Street tabled and explained the Funding Agreement for Schools which outlines the accountability expectations of the principal in relation to the management of funding through the school budget. The school budget operates as a one-line budget, providing the school the flexibility to manage within available resources. Lesley explained the school needs to spend 96% of funds allocated each year. The targeted initiatives and the school funds are public money, so principals are accountable for using them responsibly.</p> <p>Kati Tonkin signed the agreement on behalf of the Board.</p>	

	Mei-Ling Dah and Stephen Winn Moved: 'The Board note the Funding Agreement for Schools 2023'. – CARRIED.	
6.2	<p>Statement of Expectation 2021-2024. Attached as an addendum.</p> <p>Lesley explained the statement sets out the expectations of principals in relation to the delivery of the Every student, every classroom, every day; Strategic directions for public schools 2020–2024.</p> <p>The statement is between the Department of Education, represented by the Director General, the school staff, represented by the principal and is noted by the Board, represented by the chair.</p> <p>Kati Tonkin signed the Statement of Expectation 2021 – 2024 on behalf of the Board.</p> <p>Helen Goldsmith and Jade Lay moved: "The Board note the Statement of Expectation 2021-2024'. CARRIED.</p>	
6.3	<p>2024 Subject and Additional Charges were tabled.</p> <p>The draft documents were emailed to the board members to review . Lesley Street explained that every year the school board is required to note the Subject and Additional Charges. Lesley advises the maximum voluntary contribution the school could charge per student was \$235 in Year 7-10. In Years 11 to 12, course charges remain compulsory, however schools need to ensure that these charges are kept to a minimum and must not exceed the actual cost of materials required for the course. A discussion took place on the subject charges and the additional charges.</p> <p>Belinda Derby and Joshua Abordi moved: 'The Board note the 2024 Subject and Additional Charges.' -CARRIED.</p>	
7.0	Other Business	
7.1	A discussion took place on the collection rates of school fees and contributions. A comparison to previous years collection rates to be included in the Finance Document moving forward.	Julie Moxey
8.0	Next Meeting	
	Next meeting Monday 19 June 2023 at 5.30pm	
9.0	Meeting Close/Adjournment	
	The meeting was closed at 7.02 pm	

Signed _____
Dr Stephen Winn

Date: _____