

Minutes of Meeting 6 of 2023
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday 13 November 2023

ATTENDEES:

Lesley Street – Principal, Professor Stephen Winn- Chair, 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 – Community Representative, Amy Ehrhardt – Student Representative, Helen Goldsmith – P&C Representative, Greg Smith, Valerie Burns (Scribe)

1.0	Welcome and Apologies	ACTIONS
1.1	Opening and welcome: The meeting was opened by Lesley Street.	
1.2	Apologies: Joshua Abordi	
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 Meeting 5 held on Monday 14 August 2023 were tabled and moved. Helen Goldsmith and Libby Matthew moved: 'The Board endorses the minutes of the previous meeting as complete and accurate.' – CARRIED	
3.2	Actions Arising: NIL	
4.0	Reports and Operational Matters	
4.1	<p>Finance Report presented by Lesley Street</p> <p>Operational One Line Budget Statement Oct 2023</p> <ul style="list-style-type: none"> • Student-Centred Funding \$21,570,261 • Total of One Line Budget funds available \$24,192,688 <p>Cash Report Oct 2023</p> <ul style="list-style-type: none"> • Total Cash Budget received 96.79% • Cash Budget forecast variance \$341,257 • Total Cash Expenditure budget spent to date 87.33% <p>Financial Summary Oct 2023</p> <ul style="list-style-type: none"> • Cash Revenue Budget • Cash Expenditure Budget • Bank Balances as of 31st Oct 2023 • Cheque Account \$661,521.92 • Investment Account \$1,500,000.00 • Building Fund \$6213.65 • Total \$2,167,735.57 • \$688,104.12 less than Oct 2022 <p>School Salary Allocation (SCFM) Oct 2023</p> <ul style="list-style-type: none"> • Salary Carry Forward \$87,250.00 • Total Salary Funds SCF \$21,323,025.00 • Salary Forecast Variance \$268,640.00 • Spend YTD 81% <p>Charges and Voluntary Contributions Collection Rates Oct 2023</p> <ul style="list-style-type: none"> • Year 7 – 10 Voluntary Contributions 66.52% • Year 7 – 10 Compulsory Charges 66.28% • Year 11 – 12 Compulsory Charges 68.83% <p>A discussion took place on outstanding compulsory charges. It was agreed for the school to continue making regular contact with families requesting they enter into payment plans for outstanding charges and the Board would consider the</p>	Finance committee to provide comparative collection rates.

	<p>option of the school engaging in debt collectors in 2025 for outstanding charges.</p> <p>Kati Tonkin and Belinda Derby moved: 'The Board note the Finance Report.' - CARRIED.</p>	
4.2	<p>Principal's Report - presented by Lesley Street.</p> <ul style="list-style-type: none"> • Our very own Lawley Legend Arthur Leggett turned 105 in September 2023. Michael and Lesley Street were invited to his Birthday Party and presented him with a watercolour painted by one of our Year 9 Students Marley Ngatai. The students and staff also signed a large card. On Friday afternoon Michael Camilleri and Lesley Street visited Arthur and videoed an interview with him for the Award night. • Staffing for 2024 is well underway but there are still late vacancies to be filled as staff win promotional or permanent positions in other schools, and take their long service, sick leave, LWOP, or deferred salary leave. In all, we have conducted recruitment panels for 27 positions for Mathematics, English. Science, HASS, D&T, Visual Arts, Drama, Media, HPE, and Business Studies teachers. It has been challenging, in this time of teacher shortage, but Associate Principal Julie Simon has worked very hard to fill the vacancies. The recruitment process for the new Level 4 AP position has been finalised and Maria Camilleri won the position in a very competitive field. • We were very pleased with the mature way the Year 12 Cohort conducted themselves in the final few weeks of school. They took part enthusiastically in the Leavers Week activities and conducted themselves with dignity. They had fun and enjoyed all the special events including the final assembly and the Year 12 dinner. The Year 12 Award Night will be held on 16 November 2023 at the PCEC Stephen will attend and present one of the major awards. Rachael Goodger, class of 2013 will be the guest speaker. She studied Criminology at university and is a current serving police officer. • We were one of two secondary schools selected to host the Deputy Director General from the Queensland Department of Education and several of his staff. They were keen to speak to us about the design and implementation of the literacy and numeracy standard at Year 9, its impact on retention, qualifications, and OLN. The School Standards and Curriculum Authority asked us to host a delegation of 6 educators from Cambodia who are looking at introducing the West Australian Curriculum in a number of private schools in Phnom Penh. They are very keen to foster links with us and arrange exchange visits. • During October prefect interviews were held and the successful participants had their badges presented at the whole school assembly. The two school captains selected are Joshua Abordi and Amy Crockford. • A new 35 seater bus has finally been delivered to replace the old 55 seater bus that staff were reluctant to drive. We had been putting money aside in reserves for over 8 years to fund this purchase. The total cost was \$240000. • The ATAR Exams are well underway and are due to finish on November 17. Generally, students have seemed to be pleased with the content of the exams except it has been reported that the ATAR Physical Education Studies paper was particularly challenging. As a group I think our results may not be as good as some previous years. • As we come to the end of the year several events will be held to acknowledge the end of special programs including a farewell function for GAT Language students, the Aboriginal Excellence Dinner for students and parents and a SVAPA breakfast. In addition, each year group has a reward activity scheduled including a visit to Adventure World, Mocktail Party, and Dinner Dance. • A discussion took place on the predicted ATAR results for 2023. <p>Jennifer Shand and Amy Ehrhardt moved: 'The Board note the Principal's Report.' - CARRIED.</p>	
4.3	<p>Student Report – Presented by Amy Ehrhardt.</p> <ul style="list-style-type: none"> • Year 8 Camp took place from the 4th to the 8th of September and the year 	

		<p>8 students in good standing were invited to attend. There were two separate camps, Monday to Wednesday and Wednesday to Friday. Students participated in activities such as rock climbing, target shooting, flying fox, raft building, kayaking and more. They had a quiz night and went on a bush walk where they had a bonfire. The year 8 students said they made lots of memories and had lots of fun.</p> <ul style="list-style-type: none"> • Prefects Selection and School Captains elections were held recently. Nominated students undertook a rigorous process including an extensive interview with members of the school's Executive Team. The interviewers reported that it was pleasing to note that all successful students showed exemplary characteristics including their work ethic and commitment to help others. As a panel member commented, 'these were an outstanding group of students who thoroughly deserved their selection' and the school expects them to play a significant role in representing the school and leading students throughout 2024. The new Prefects and their parents were invited to attend an afternoon tea in the Decaf on Thursday the 2nd of November to be welcomed by the Principal, Associate Principals, and year coordinators. • SVAPA camp was held from the 5th to the 7th of November at Point Walter. They participated in a wide range of activities such as acting and media which included stop motion films. They also had fun playing the Bongo Drums. All the SVAPA students that attended said it was great fun and they really enjoyed it. • The Year 12 students sat OLNA in Term 2 and Term 3. The Year 11 students sat OLNA in Term 1 and Term 3. The Year 10 students sat OLNA in Term 2 and Term 3. Year 9 students sat OLNA in Term 4 (this counts as one of their 2 Year 12 sittings). The Year 9 results won't be available until 25 January 2024 however all other results were already received by SCSA in October. • Remembrance Day, Friday the 10th of November, two year 10 councilors are attended, laying a wreath, and doing a reading of Flanders Field by John McCrae at the Department of Education and Central Services. Churchlands Senior Highschool are also attended this event. • On Saturday the 11th of November, ten of the Year 10 councilors attended and represented the school at the remembrance service at Queens Memorial Reserve in Mt Lawley RSL. Two of the councilors are laid a wreath and another read Flanders Field. • A discussion took place on the percentage of Mount Lawley students sitting OLNA compared to like schools. Lesley Street advised our school was comparable if not better. At MLSHS Year 9 students have the opportunity to sit OLNA when some schools don't offer students the opportunity until Year 10. <p>Mei-Ling Day and Belinda Derby moved : 'The Board note the Student's Report.' -CARRIED.</p>	
4.4		<p>Staff Report –presented by Michael Camilleri</p> <ul style="list-style-type: none"> • The school has been a very busy place including excursions, camps and carnivals. In addition to all of those events, Training days have been held for HPE staff, SVAPA staff, and First Aid opportunities for staff. • Teachers have also been involved in presenting the Music information night, GAT parent information night and a myriad of other soon to be happening events. The teachers who have completed the Aboriginal Education professional learning course, consisting of 18 hours of contact time will be awarded their certificates at the Aboriginal Excellence Program celebration at the end of the month. The Follow the Dream graduation will occur in a couple of weeks and one of our students will be awarded the prize for top student. • On the 9th of October, the teachers engaged in a 'Vaping – Clearing the Air' presentation. It was well received and very informative, so much so that parents have been invited to attend the same presentation and teachers are using the information with their students in class. • Another big event occurred at the whole school staff meeting time. The 'Crafternoon,' was organised by the staff wellbeing committee and provided an opportunity for every teacher to participate in an activity outside their normal teaching duties. Staff selected from a range of options, all of which 	

		<p>were oversubscribed. Some of the options included Guided Meditation, Pickleball, Painting, Hula Hooping, How to Juggle, Drawing Mandalas, Christmas Themed Earring Making, Basic Salsa Dancing, Pinata Making and Walking Group. It was great to see teachers put up their hands to run these activities and the overall feedback has been outstanding.</p> <ul style="list-style-type: none"> • Teachers have also been working on updating the Behaviour Management Policy to include the current information from the Department. This has been a work in progress by the Program Coordinators and will be embedded with the whole staff at the beginning of next year. • Teachers have been busy conducting exams, marking exams and continuing with their curriculum. It is a very busy time for them. They are also trying to finalise the Calendar for 2024 which will have a short 9-week term 1 and an 11 week term 2. • On the 28th of November over 20 Program Coordinators and executive will be involved in a full day professional learning opportunity on ‘Managing Challenging Conversations’ delivered by Growth Coaching. This will be a tremendous opportunity for the Program Coordinators to develop the skills necessary to be competent and productive middle managers. • A round table discussion took place on the teacher shortages and strategies to attract staff and retain staff. • World Teacher Day was the 27 October, Dr Stephen Winn proposed a motion to formally thank all the teachers at Mount Lawley Senior High School, he acknowledged the fantastic job teachers do across all learning areas. <p>Mei-Ling Day and Jade Lay moved: ‘The Board note the Staff Report.’ - CARRIED.</p>	
4.5		<p>P&C Report – Helen Goldsmith presented the P&C Report.</p> <ul style="list-style-type: none"> • The Lawley Art Auction Committee is actively looking for new members as they transition to a new committee for 2024 as a number of the current committee have resigned. • P&C will continue its financial contribution to the student diaries for 2024. • P&C will all sponsor the Christine Richardson Award at the Year 12 Awards Night. • Thursday 7 December will be the Year 6 Orientation and the P&C are currently organising Current Year 7 parents to provide food and volunteer at the parent’s morning tea. <p>Lesley Street and Jennifer Shand moved ‘The Board note the P&C Report.’- CARRIED.</p>	
5.0		Discussion Items	
5.1		<p>2023 NAPLAN results and update presented by Greg Smith. Attached as an addendum.</p> <ul style="list-style-type: none"> • Greg Smith advised there were changes to NAPLAN reporting and NAPLAN Comparative Performance 2023 .A new proficiency standard with four levels of achievement (Exceeding, Strong, Developing & Needs Additional Support) has been introduced for NAPLAN. This replaces the previous ten achievement bands. • ... “Education ministers agreed that NAPLAN results would be reported using proficiency standards from 2023. Together with the move to an earlier NAPLAN in March, these changes meet an initiative of the 2019 National School Reform Agreement. • The proficiency standards are reported on a reset NAPLAN measurement scale that makes better use of the online adaptive tests. • A new NAPLAN time series begins from 2023. Results from 2023 on cannot be directly compared to results from 2008 to 2022.” • A discussion took place on Year 7 and Year 9 NAPLAN scores by cohort, comparison to like schools and national averages. • Year 7 NAPLAN mean scores for MLSHS students were higher than like schools in all test components. • The Year 9 NAPLAN mean score is higher than like schools in reading. 	

	<ul style="list-style-type: none"> • MLSHS female Year 9 NAPLAN scores are higher than male scores in all test components. • ATSI (Aboriginal Torres Strait Islander) Year 9 NAPLAN mean scores are higher than like schools and it was also noted that ATSI Year 9 NAPLAN mean scores are higher than MLSHS students in Reading, Writing and Spelling. • A discussion took place on the Aboriginal Excellence Program, the criteria for entry into the program, and the pleasing results as reflected in the NAPLAN scores. <p>Amy Ehrhardt and Belinda Derby moved: 'The Board note the 2023 NAPLAN results and update.' CARRIED.</p>	
5.2	<p>Chaplaincy Report- presented by Lesley Street. Attached as an addendum.</p> <ul style="list-style-type: none"> • Andrew Paul will celebrate his 32nd Birthday as Chaplain here at Mount Lawley SHS on 28 January 2024. • 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. • 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 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>Pastoral Care focus</p> <ul style="list-style-type: none"> • Available to students, staff and parents on an ad hoc and appointment basis. • Work within the Student Services team ... has been a very experienced team (dealing with a marked increase in mental health issues over recent years), however, several staff changes have recently taken place. • Emphasis on Grief, many of these cases occur over extended periods (e.g., the rest of their time at school with the death of a parent) • Meet with individual students regarding issues such as bullying, friendship, school engagement, academic struggles, anxiety, family conflict and future choices through to reportable issues. • eSafety issues, including online bullying and social media impact (e.g. TikTok challenges). • Working closely with Healthy Active Coordinator in promoting positive mental health and wellbeing. • With the School Psychologist, one of only 2 males in Student Services. • Ongoing support and training through YouthCARE, including two Conferences (one in January, and the other in the Sept/Oct school holidays). • PCIR Trained through YouthCARE (Pastoral Critical Incident Response - part of the State Government's disaster management) ... in 2022 I was part of the response to the death of a Year 3 at Highgate Primary School. In the past I have been to Bushfire Evacuation Centres and assisted with events at Eastern Hills HS and Mount Lawley PS. <p>Transition</p>	

- Visits and talks to local primary schools. Build relationships over time with Year 6 teachers and other staff.
- Hosting PS staff visits to Mount Lawley Senior High School.
- Hosted tour for Hub Network participants.
- Planning of Orientation Day.
- Liaise with local Chaplains.

House System

- Selection, training and mentoring of House Captains across all year groups (48).
- Running of House events at lunchtime and before/after school
- Tallying of results.
- Promotion of the program.
- Review of student leadership roles in the school.

Bush Ranger Cadets

- Has been running for 25 years (film covering this on school website).
- Mondays after school for 2 hours. Currently around 70-90 cadets each Monday.
- 3 to 5 camps per year.
- Environmental focus.
- Leadership training & mentoring.

Public Relations & Alumni

- Liaison with alumni groups and individuals.
- Tours for alumni individuals and reunion groups.
- Lawley Legends program.
- Staff Honour Board - working with a committee to keep this up to date.
- Organise Guest speakers for school event such as Honours Society Induction, Lawley Legends Induction, Year 12 Awards Night.
- Organising online alumni community for Mount Lawley .
- School Tours for prospective parents. 2 conducted each term during the year.
- MC for Year 12 Awards Night.
- Host for School events (e.g., Prospective Parent Night, Lawley Legends Induction).
- Creation of school videos.
- Connect with local politicians.
- Liaise with local support agencies.

Other Programs

- Leadership Training - House Captains, Year 10 Leadership Camp, mentoring student leaders.
- Lawley Live photography at school events and creation of the Lawley Live video for use in school assemblies.
- Parent Coffee Club (fortnightly, 8:45 - 10:15am).
- 2nd Hand Uniform & Books.
- Regularly working with struggling families and new arrivals to the school.
- Assist with creation of Aboriginal mural projects.

Libby Matthews commented her daughter had thoroughly enjoyed her experience to date with the Bush Ranger Cadets and the positive impact the program had on students.

Libby Matthew and Jennifer Shand moved: 'The Board note the Chaplaincy Report.' - **CARRIED.**

5.3	<p>Kaartdijin for Schools expression of interest – presented by Lesley Street.</p> <ul style="list-style-type: none"> • Expression of interest were recently called for schools to participate in the Kaartdijin Kick-Off School • After consulting with staff, they agreed to their willingness to be a Kaartdijin Kick-Off School. One of the benefits of participating is to receive early access to training and core features of Compass. This will help the department refine training, support and deployment approaches for future rollouts. • There are no costs to take part in this phase. Schools will be notified of the outcome before the end of Term 4 2023. Scheduling will be confirmed once the EOI process is complete. • Program Kaartdijin will deliver an integrated student information system (SIS) to schools. This will replace current SIS applications in schools, SIS Classic. • SIS Classic applications are reaching the end of their useful life. They no longer meet the needs or expectations of contemporary software. We have had repeated outages which has caused concerns and extra workload when the system is down. The Kaartdijin solution will be contemporary and provide a secure data management environment. <p>'The Board note the Kaartdijun for Schools Expression of Interest.' - CARRIED</p>	Lesley Street to provide an update on the EOI at the next meeting,
5.4	<p>Building Update presented by Michael Camilleri</p> <ul style="list-style-type: none"> • The current build is progressing to schedule although the rate has had to slow down to minimise noise during the current WACE exams. Currently, the roofing is being completed as are the external walls and the internal building program has begun. We should see some significant progress by the time of the first Board meeting in 2024. <p>Mae Ling Day and Jade Lay moved: 'The Board note the Building update.' - CARRIED.</p>	
5.5	<p>Board Meeting Dates 2024 – attached.</p> <ul style="list-style-type: none"> • A discussion took place on the number of Board meetings to be held in 2024. Currently there are 7. It is mandated for one meeting a Term. It was agreed to continue with 7 meetings a year and a meeting maybe cancelled due to the lack of urgent business. <p>'The Board agreed unanimously to continue with the scheduled 7 Board Meetings in 2024.' - CARRIED.</p>	
6.0	Other Business	
6.1	A brief discussion took place on board membership for 2024. All current members are required to attend the first meeting in 2024.	
7.0	Next Meeting	
7.1	Monday 19 February 2024 at 5.30pm in the Warren Daniel. Conference Room.	
8.0	Meeting Closed	
	The meeting was closed 6.45pm	

Signed _____
Professor Stephen Winn

Date: _____