

Minutes of Meeting 1 of 2015
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday, 16 February 2015 at 6:30pm

BOARD ATTENDEES: Milton Butcher - Principal, Prof Trevor Cullen, ECU - Community Representative, Martin Dempsey - Community Representative, Jenny Fay (Chair) - Parent Representative, Ian Johnston - Staff Representative, Jadviga Kobryn-Coletti - Student Representative Rachel McGirr - Parent Representative, Anne Tumak - Staff Representative, James Watson - Parent Representative.
 Quorum achieved.

OTHER ATTENDEES: Merylyn Harvey - Business Manager.

OBSERVERS: Nigel Becroft - Parent, Chris Nicoli - Parent.

1.0	Welcome and apologies	ACTIONS
1.1	Opening/welcome: The meeting was opened by Jenny Fay at 6:30pm. Welcome Anne Tumak - Staff Representative.	
1.2	Apologies: India Hickey - Student Representative.	
1.3	Confirmation of agenda: The Board confirmed the agenda.	
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. 1 agenda.	
3.0	Minutes of previous meeting	
3.1	Review minutes of previous meeting. Jenny Fay presented to the Board the minutes of the 17 November 2014 meeting (attachment 1) for approval. Martin Dempsey and Ian Johnston moved: <i>'The Board endorses the minutes of the previous meeting as complete and accurate.'</i> – CARRIED.	
3.2	Actions arising from the previous meeting: 1. Student Council Chair visit arrangements - in progress. 2. Other School Board visit arrangements - in progress. 3. School Drug Policy - external resources obtained, distribution in progress. 4. Invitation to participate in the National Research Project on School Governing - declined. 5. Letters concerning impact of new funding model - parent/politician - completed. Martin Dempsey and Ian Johnston moved: <i>'The Board notes action list items 4 and 5 as completed and items 1, 2 and 3 as in progress.'</i> - CARRIED.	1. Jadviga to advise Jenny of Student Council meeting dates. Jenny to report at a future meeting. 2. Jenny to report at a future meeting. 3. James to forward electronic copy of resourced policies to Sue for distribution to staff members.
4.0	Reports and Operational Matters	
4.1	Membership Update: <ul style="list-style-type: none"> • The nomination and election process is in progress. • Community Representatives are sought and may be nominated at the AGM on 16 March 2015. Jenny Fay and Martin Dempsey moved: <i>'The Board notes the position of membership.'</i>	P&C Representative to be advised following the P&C AGM.
4.1	Financial Report: The financial reports (attachment 3) were tabled and discussed. There was discussion on comparative budget accounts, collection rates, student-centred funding position, school tours and financial reports. There was general concern about student numbers and the associated financial impact on the school. The Board requested the recovery effort and financial support offered to parents be noted in the minutes. Martin Dempsey and Ian Johnston moved: <i>'The Board notes the Finance report.'</i> - CARRIED.	Business Manager to initiate debt recovery action for outstanding 2014 charges.

4.2	<p>Principal's Report: Before proceeding with the Principal's report a letter of thanks, from the Rowe family, was circulated to Board Members.</p> <p>A verbal report was given on operational matters and school events. Operational matters included the appointment of a new business manager, staffing and timetabling, computer rollout, chaplaincy program, ECU units and re-establishing links with UWA science. School events included the commencement of Year 7s, opening of new building and music facilities, Year 7, 8 and 10 parent BBQs, 90s Club Assembly and the upcoming opening of the David Helfgott Music Practice Room.</p> <p>Milton thanked Trevor Cullen for representing the School Board at the opening of the new building and for assisting the school to develop educational links to ECU programs.</p> <p>Trevor Cullen and Jadviga Kobryn-Coletti moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
4.3	<p>Student Representative Report: Jadviga Kobryn-Coletti</p> <p>A verbal report was given on student activities. This included Carols on the Lawley Lawn, Year 12 Awards ceremony, orientation days, opening of the new building/music facilities, school ball, general studies, swimming carnival, sausage sizzles and the smooth start to the year.</p> <p>Rachel McGirr and Martin Dempsey moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
4.4	<p>Staff Report: Ian Johnston</p> <p>A verbal report was given on operational matters and school activities. Operational matters included the Early Start program, staffing, transition of Year 7s, class sizes and interim reporting. School activities included farewells to staff, Year 7, 8 and 10 BBQs, SVAPA parent evening, music soiree, swimming carnival and school ball.</p> <p>Anne Tumak</p> <p>In excess of twenty new staff commenced at the school.</p> <p>James Watson and Jo Furness moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
4.5	<p>P&C Report:</p> <p>A verbal report was given on 2014 funding approvals totalling \$105,000. This included \$80,000 for a shade structure and \$10,000 for the Achievement Centre.</p> <p>The first meeting and AGM are scheduled for Monday, 23 February 2015 at 7:00pm in the Main Administration. This will include a tour of the new building.</p> <p>Rachel McGirr and Martin Dempsey moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
5.0 Discussion Items		
5.1	<p>Brief on Student Results 2014:</p> <p>The report to the School Board Summary of Academic Performance, 2014 (attachment 4) was tabled and discussed.</p> <p>A PowerPoint presentation detailing academic performance, attendance and comparison data was shown and explained. Strategies to seek to improve results were presented.</p> <p>Rachel McGirr and Jadviga Kobryn-Coletti moved: <i>'The Board notes the Student Results report.'</i> - CARRIED.</p>	Milton to agenda National School Opinion Survey for a future meeting.

5.2	<p>Brief on Targets of School Business Plan 2012-2014: The School Business Plan 2012-2014 report to School Board on target achievement, 2015 (attachment 5) was tabled and discussed.</p> <p>The Board requested it be noted in the minutes that all four priorities were reviewed in writing.</p> <p>Jo Furness and Trevor Cullen moved: <i>'The Board notes the Target of School Business Plan 2012-2014 report.'</i> - CARRIED.</p>	
5.3	<p>Directions of the School - School Business Plan 2015 - 2018 The draft School Business Plan 2015-2018 (attachment 6) was tabled and discussed.</p> <p>James Watson and Martin Dempsey moved: <i>'The Board notes the progress on the School Business Plan 2015-2018.'</i> - CARRIED.</p>	Milton to email re-worked draft 'Priorities' pages to Board Members for consideration.
5.4	<p>School Budget for 2015: The 2015 School Budget (attachment 7) was tabled and discussed. This budget was approved by the Finance Committee on 11 February 2015.</p> <p>Ian Johnston and James Watson moved: <i>'The Board endorses the 2015 School Budget.'</i> - CARRIED.</p>	Business Manager to adjust Student Centred Funding cash figure to reflect lower student numbers.
5.5	<p>Annual School Report for 2014 The draft Annual School Report for 2014 (attachment 8) was tabled and discussed.</p> <p>Trevor Cullen and Jo Furness moved: <i>'The Board notes the progress on the Annual School Report for 2014.'</i> - CARRIED.</p>	Milton to email re-worked draft Annual School Report to Board Members for consideration.
5.6	<p>Chinese Language School, Korean Language School and Uniform Concepts (Nell Gray) Deed of Licences: The Chinese Language School, Korean Language School and Uniform Concepts (Nell Gray) Deed of Licences were discussed.</p> <p>The school's intent is to ensure the P&C retains the income stream from uniform shop sales.</p> <p>Trevor Cullen and James Watson moved: <i>'The Board endorses the arrangement for the Chinese Language School, Korean Language School and Uniform Concepts to utilise school facilities and authorises the Chair to sign.'</i> - CARRIED.</p>	
5.7	<p>Update on IPS Review Report Investigation: The draft commentary, from the substantive principal (attachment 10), to accompany the IPS Review Report was tabled and discussed.</p> <p>James Watson and Ian Johnston moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	
6.0	Other Business	
6.1	The cost increase in TAFE Advanced Diploma has been significant. In 2013 they cost \$1300 and today, \$7700.	
7.0	Roundtable evaluation	
	Nil	
8.0	Meeting Close/Adjournment/Next meeting	
	The meeting was closed by Jenny at 9:20pm. The next meeting, AGM/Open meeting, will be at 6:30pm, Monday 16 March 2015 in the Warren Daniel Conference Room.	Agenda items to Jenny/Milton.

Signed (Chair) _____
Jenny FAY

Date: _____