

Minutes of Meeting 4 of 2017
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday, 19 June, 2017 at 5:30pm

ATTENDEES:

Dr Jenny Fay (Chair), Nigel Becroft – Parent Representative, Anne Tumak – Staff Representative, Anne Gilchrist– Staff Representative, Alice Sun – Student Representative, Jason Kim – Student Representative, Adam Miles – Parent Representative, Randal Wells – P & C Rep, Rob Bryant – Community Representative, Keith Bales – Community Representative, Simon Millman MLA – Visitor, Mei-Ling Day – Visitor, Nicole van Blommestein (Scribe)

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Jenny Fay at 5:30pm.	
1.2	Apologies: Michael Camilleri – Acting Principal, Dr Mandie Shean, ECU – Community Representative, Bernard Rumens – 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. 4 agenda.	
3.0	Minutes of Previous Meeting	
3.1	<p>The Minutes of the previous meeting held on 15 May, 2017 (attachment 1) were tabled. The Roundtable evaluation is to be removed from these minutes as this actually refers to the AGM and is not relevant to Meeting 3 of 2017.</p> <p>Randal Wells and Keith Bales moved: 'The Board endorses the minutes of the previous meeting, once amended, as complete and accurate.' – CARRIED.</p>	
3.2	<p>Business arising from the previous meeting – refer attachment 2</p> <ul style="list-style-type: none"> • Membership – Cameron Brook has attended previous meetings as a visitor which he, or anyone else, is welcome to do. All meetings are open. There is no need to co-opt Cameron Brook as a member. • Breakfast Club – Keith will be attending Breakfast Club this week. He has obtained interest from IGA and Nestle to sponsor products for use at the club. • Board ideas – Anne Tumak suggested revisiting the role of the Board from a more proactive aspect and incorporating further strategic discussion. Jenny agreed inviting any members with any such ideas to bring to the meeting. • Theatre – Randal Wells raised the topic of the theatre used by the school which is quite small and limited in the number of people that can attend productions. Jenny advised this has long been a point of contention and again, any ideas on how this might be improved are welcome. 	
4.0	Reports and Operational Matters	
4.1	<p>Finance Report – refer attachment 3</p> <p>Anne Gilchrist tabled the Financial Report along with an amended front page and summarised as follows;</p> <ul style="list-style-type: none"> • The operational One Line Budget Statement shows total funding received of \$19,153,643 • The Cash Report shows the total cash budget at 73.23% which refers locally raised funds. This is at the end of May and in par with previous YTD spending. • The Financial Summary gives a comparison of Budget to Actual in terms of revenue received. The \$200,000 outstanding charges are parent fees. Quite a few parents are on payment plans but Anne does not have the exact figures. The school is looking at utilising an App to improve the uptake of payment plans. 	

	<ul style="list-style-type: none"> • School Salary Allocation – Salary carried forward is from 2016. There was an adjustment down at the start year based on actual student numbers versus predicted numbers. The YTD spend is 43% which is on track for the year. • Voluntary Contributions - Years 7 – 9 sit at 51% collection which is an increase from last year, however Voluntary contributions are down. Randal queried how individual amounts are calculated to which Anne replied that this is \$235 per student, based on Census figures. Randal asked whether this information could be incorporated into the report. Anne is not sure, as the template has limited ability for manipulation. <p>Anne Tumak and Rob Bryant moved: <i>'The Board notes the Financial Report.'</i> – CARRIED.</p> <p>Anne Tumak queried the student centred funding amount, which the school has to date received only 51% of, and whether this could be provided to the school earlier rather than the twice yearly payments currently received. The school could make good use of these funds if actually received rather than being held by the government. Anne Gilchrist advised that the second payment allows for adjustment of school numbers which can vary and the lack of funds do not affect the school operationally.</p> <p>Funding Request – The finance committee has met and approved the purchase of 2 iPads and 2 heavy duty Lifeproof Cases. The request was for 6 iPads, however, Finance Committee have only approved 2 pending a trial, with the purchase of the other 4 conditional upon a written report outlining the success of otherwise of the 2 trialled iPads.</p> <p>Randal Wells and Nigel Becroft moved; <i>'The Board endorses the expenditure request as tabled, conditional upon a written report on the trial being provided to the Board prior to further expenditure.'</i> - CARRIED.</p>	Anne will investigate the possibility of including per student figures into the report.
4.2	<p>Principal's Report</p> <p>No Principal's Report was provided due the Michael's Camilleri's absence however Jenny advised that she had received an email from Mr Butcher who has been asked to remain in his tenure for a further six months. There is still uncertainty as to what the position will be in 2018. As a result of this extension, the Acting Principal's role will now be advertised and Jenny will form part of the Interview Panel.</p>	
4.3	<p>Student Representative Report</p> <p>Jason provided a verbal report stating that;</p> <ul style="list-style-type: none"> • The annual NAIDOC assembly has been held. Aboriginal groups performed and there was an acknowledgement of the traditional landowners. • The Art Auction was held recently and was a great success in terms of the number of people that attended. <p>Alice also reported as follows;</p> <ul style="list-style-type: none"> • The music students recently attended music camp. • The middle school Lightning Carnival for Years 7 – 9 was recently held. • Years 10 – 12 have completed exams. Mock trials are going well and are up to Round 3. Exams and timetabling has all run smoothly. • School Council is operating well. • Some fundraising events are to be held in the near future. <p>Adam Miles and Anne Gilchrist moved; <i>'The Board notes the Report.'</i> - CARRIED.</p>	
4.4	<p>Staff Representative Report</p> <p>Anne Tumak tabled Term 2 Events document and advised the following;</p> <ul style="list-style-type: none"> • The NAIDOC celebrations also included a smoking ceremony for the 	

	<p>Indigenous Wall.</p> <ul style="list-style-type: none"> Year 12 Chill Out Day has recently been held with the aim of reducing anxiety for that cohort. Year 10 Counselling commenced today. This is to provide advice regarding subject selection and career paths for those entering Year 11 in 2018. Anne feels the event should be renamed to be in keeping with this. <p>Simon Millman asked how tickets for productions such as Midsommer Night's Dream are sold. Jenny replied that as the theatre is so small, there is currently really only room for friends and family. Simon stated that as WAPA sometimes recruit from SVAPA he would be happy to promote productions on the City's Facebook page, if the Board deemed this appropriate. The Board agreed they are happy to promote SVAPA any way possible.</p> <p>Keith Bales and Adam Miles moved; <i>'The Board notes the Report.'</i> - CARRIED.</p>	Jenny will speak with the Principal about renaming the event.
4.5	<p>P&C Report</p> <ul style="list-style-type: none"> Randal reported that a quorum of 10 is required to operate a meeting, however only eight members attended the last meeting. This will be brought to the attention of all P&C members in the hope of encouraging attendance. The Art Auction was recently held and Randal will soon be able to report on the details of this, however the event went really well and the advertising posters were impressive. Some parents have raised the issue of safety of students crossing at the Walcott and Alexander Drive intersection. They will be writing to MPs about this. Simon Millman spoke to this issue, stating the council is already aware of the problems associated with this intersection and suggested writing letters to the four bordering councils, cc'ing each other in as all stakeholder input is welcome. Simon Millman was invited to attend the theatre to see for himself the inadequacy of this facility. Keith asked if any cost estimates had been obtained in relation to improving this facility and suggested this as a starting point to any funding negotiations. <p>Rob Bryant and Nigel Becroft moved: <i>'The Board notes the report.'</i> - CARRIED.</p>	Jenny to investigate what other schools have spent on upgrading their theatres and to provide Simon Millman with a history of any requests that have been made for funding of a theatre.
5.0	Discussion Items	
5.1	<p>School Profile Report – refer attachment 4</p> <p>Michael Camilleri has been working on this document and, as he is absent, this is deferred until the next meeting.</p>	
5.2	<p>Report Against the School Business Plan – refer attachment 5</p> <p>This is a three year plan where the aim is to ensure the school is tracking appropriately in relation to student's performance targets. This is useful for the school's review as an IPS school which is due next year. 2016 figures have now been added to the report.</p> <ul style="list-style-type: none"> Academic Achievement - NAPLAN and graduation for 2017 are not yet included. The school is tracking well against the set benchmarks and is above like schools. The ATAR target has been reached and the school hopes to match or better that for 2017. The Visible Learning Programme is having a positive impact on classroom practice. Student Engagement and Wellbeing – attendance is tracking brilliantly 	

	<p>and the Colours participation is increasing. Community Service targets are not being met, as this is no longer compulsory.</p> <ul style="list-style-type: none"> Partnerships – The alumni is quite active at the moment. They held a function last month launching Lawley Legends which acknowledges graduates who have achieved great things around the world. Work placements are happening and many external partnerships are being utilised for this. Board training is no longer available to all Board members. Mei Ling Day advised that Mount Lawley Primary School Board members have been able to access the five training modules. <p>Adam Miles and Rob Bryant moved: <i>'The Board notes the report on the School Business Plan.'</i> - CARRIED</p>	<p>Anne Gilchrist will investigate the Board member training further and advise Simon Millman to see if he can assist, should the Board be still unable to access training.</p>
5.3	<p>Principal's Report on meeting with Director General</p> <p>In the Principal's absence, this item is deferred until the next meeting.</p>	
5.4	<p>Inner City College</p> <p>In the Principal's absence, this item is deferred until the next meeting although Simon Millman provided the following comments;</p> <ul style="list-style-type: none"> Perth Modern will remain as a separate school at its exiting premises and a new inner city college is to be built to house a proposed 2,000 students. There have been amendments to the plans for this in order to meet election commitments. <p>Jenny advised that until new school boundaries are determined, the effect on MLSHS will not be known.</p>	
6.0	Other Business - Nil	
7.0	Next Meeting	
	The next meeting is scheduled for Monday, 14 August, 2017 at 5:30pm in the Warren Daniel Conference Room, MLSHS.	
8.0	Roundtable evaluation of the meeting	
	Simon Millman advised that he has attended quite a few various events held by MLSHS, all of which he really enjoyed and commended the school on their success	
9.0	Meeting Close/Adjournment	
	The meeting was closed by Jenny at 7:10pm.	

Signed (Chair) _____
Jenny FAY

Date: _____