

Minutes of Meeting 1 of 2023
Mount Lawley Senior High School - School Board Meeting
Warren Daniel Conference Room, MLSHS
Monday 20 February 2023

ATTENDEES:

Dr Jenny Fay (Chair), Lesley Street – Principal, Michael Camilleri – Staff Representative, Belinda Derby – Staff Representative, Jade Lay – Parent Representative, Mei-Ling Day – Parent Representative, Kati Tonkin Joshua Abordi – Student Representative, Cameron Brook – Community Representative, Dr Kati Tonkin – Community Representative Randal Wells – P&C Representative, Julie Moxey, Greg Smith.

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Dr Jenny Fay at 5:30pm.	
1.2	Apologies: Mia Westera, Nicole Jolly	
1.3	Welcome: Greg Smith	
1.4	Correspondence received: Resignation letter from Dr Jenny Fay Cameron Brook moved a motion to thank Dr Jenny Fay for her many years of service to the board and to Mount Lawley Senior High School. Kati Tonkin and Lesley Street moved: 'The Board moved a motion to thank Dr Jenny Fay and to accept her letter of resignation.' – CARRIED	
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. 1 agenda.	
3.0	Minutes of Previous Meeting	
3.1	The Minutes of Meeting 7 held on Monday 14 November 2022 were tabled and moved. Mei Ling Day and Kati Tonkin moved: 'The Board endorses the minutes of the previous meeting as complete and accurate.' – CARRIED	
3.2 3.2.1 3.2.2	Actions Arising <ul style="list-style-type: none"> Contact details for Stephen Winn - completed. Clarification of NAPLAN Data – completed. Cameron Brook and Jay Lay moved: 'The Board note the clarification of the NAPLAN Data'.	Completed.
4.0	Reports and Operational Matters	
4.1	Membership Update <ul style="list-style-type: none"> Staff Representative vacancy was advertised to the whole school community and nominations close on Thursday 2 March 2023. Student Representative vacancy due to Mia Westera's 2-year term ending, has been advertised. Parent Representative vacancy proposed timeline was outlined. Community Representatives vacancies will be discussed at the next meeting. Cameron Brook and Joshua Abordi moved 'The Board note the Membership Update.' - CARRIED	Letters to outgoing Board Members
4.2	Finance Report presented by Julie Moxey.	

	<ul style="list-style-type: none"> Julie Moxey explained the Financial Report Summary does not contain the usual amount of information as the Annual Budget would not be available until March and the report was a snapshot as of 31 December 2022. <p>Charges and Voluntary Contributions Collection Rates:</p> <ul style="list-style-type: none"> Year 7-10 Voluntary charges 67.22% Year 7-10 Compulsory charges 99.51% Year 11-12 Compulsory charges 96.20% <p>Operational One Line Budget Statement December</p> <ul style="list-style-type: none"> Student Centred funding \$20,041,753 Total One Line Budget funds available \$20,041,753 Total Cash Expenditure budget spent to date 86.69% <p>2022 Minimum Expenditure Requirement</p> <ul style="list-style-type: none"> Total Minimum Expenditure Reequipment \$20, 985,211 Total Expenditure \$22, 180, 712 Requirement to meet 96% expenditure met. <p>School Salary Allocation (SCFM) December 2022</p> <ul style="list-style-type: none"> Salary carried forward \$173,252 with a salary forecast variance \$87,250 <p>A discussion took place on the requirement to meet expenditure budgets. The Board thanked Julie Moxey for the excellent collection rates for 2022.</p> <p>Randal Wells and Joshua Abordi moved: 'The Board note the Finance Report.' - CARRIED.</p>	
4.3	<p>Principal's Report</p> <ul style="list-style-type: none"> The construction of a two-story building containing 20 general classrooms has just commenced. The building, located adjacent to the Senior School building, is due to be completed in Term 1 2024 and this will ameliorate the current pressure on rooms. The footprint of the building site has seen a significant reduction in oval space and executive have been working on an alternative solution to ensure students can still play sports at lunchtime. The movement of a significant number of students to other parts of the school has meant staff have to undertake an extra duty. In addition, the bottom oval has seen 6 demountable placed there which has further reduced the area available to students. Hamer Park South has been made available for Year 11 and 12 students who want to play sport. Our 2022 Year 12 results were very pleasing with many individual outstanding performances. We had one international student being awarded a special general exhibition, and another local student being named as the best student in WA for Visual Arts. There were three students who gained subject Certificates of Excellence, nine Certificates of Distinction were awarded, and 45 students received a Certificate of Merit. Six of our students obtained an ATAR of plus 98. This year 51 students were inducted into the 90's Club. Congratulations to the students and to their parents and teachers who have supported them over their six-year high school journey. Two of our 2022 graduates have been accepted into prestigious courses overseas. One student has won a scholarship to the Royal Academy of Music in London founded in 1822 and boasting a very impressive alumnus. Another student has won a scholarship to attend the prestigious university Ecole Polytechnique in France. This university founded in 1794 has a very distinguished alumni including Nobel prize winners, three French Presidents and many CEO in Science and Engineering. Both of students have approached the school and have asked if the school could assist in sourcing some funding as their scholarship will not cover all their expenses. Lesley asked the Board members to contact her if they had any contacts the school could approach on behalf of the these students. 	

	<ul style="list-style-type: none"> Seventeen new staff joined us this year in a range of leaning areas including Mathematics, HASS, English, D&T, Home Economics, Health & Physical Education, Media, EALD and Italian. The staff are mostly experienced, but we also have six very enthusiastic new graduates. The school has advertised to fill the substantive Associate Principal in the Middle school. The position is to replace Michael White who officially retired at the end of 2022. We have also advertised a fixed term appointment in Student Services as the incumbent will be on leave until the end of Term 1 2024. Last week we were asked by the Director of International Education in the Department and JTSI to host six Education Business Managers from various countries including Japan, India, Vietnam, Singapore, Indonesia and the Middle East. The EBM were accompanied by two JSTI officers. They toured the school, met with members of the executive, and were briefed about the secondary education system in WA. They were very interested in the system and the school and are keen to increase the number of international students coming to WA. Planning is already underway for this year's Lawley Art Auction. The committee has set 17 June as the date. There are logistical challenges to be managed given the top oval will not be available. Committee members meet every fortnight until Term 2 when weekly meetings begin. So far this year we have had parent evenings for Year 12, Year 11, and Year 9. They have been reasonably well attended with just over a hundred adults attending each night. <p>Kati Tonkin and Joshua Abordi moved: 'The Board note the Principal's Report.'</p> <p>- CARRIED.</p>	
4.4	<p>Student Report – The Student Report was presented by Joshua Abordi.</p> <ul style="list-style-type: none"> The Year 12 had an assembly welcoming them to their last year of formal schooling. Ms Simon spoke about the expectations of the students and the help that is available. Ms Camilleri spoke about the opportunities to change subjects before the deadline and Ms Henry spoke about the upcoming school ball which is scheduled for Friday 3 March 2023. Leavers jackets have arrived. During Week two all students participated in their annual school photos. The year 11 councillors assisted in the organisation of the day which ran smoothly. The Year 7 students had their Smart Rider photos taken; A Smart Rider allows students to travel on public transport for a discounted price. The three days these photos took place were very busy and disruptive for all staff and students, but luckily ran well. On Wednesday 23 February, all student leaders will participate in an annual training day, run by Andrew Paul (Chaplain). The session will consist of fun games and activities that allow students to get to know each other better, brainstorm ideas surrounding events and plan for the year. The annual swimming carnival will be held on Monday 27 February and is always an exciting day for students. As Terry Tyzak Swim centre is still closed for renovations, it will be held at Bayswater waves. The next Cadet Camp is scheduled for the weekend of March 26 February to Wellington Dam. This camp happens every second year and is always great fun. Students participate in water-based activities including swimming, team activities. Year 9, 10, 11 and, 12 students had Year assemblies during which their head of years and Associate Principals outlined expectations for students and gave students an overview of upcoming events. On Monday the 6 February the Year 7 students participated in a cyber safety workshop presented by Candise Adams from Safe Counselling Australia, this workshop armed students with tools and strategies to stay safe online. On Monday 13 February the Year 7 students participated in a study skills 	

	<p>seminar presented by Elevate, this seminar provided the students with study and time management strategies to help them with their first year of high school.</p> <ul style="list-style-type: none"> • Year 8 and 9 SVAPA students recently attended two shows at the Perth festival. The Year 9 students saw 'Seven Sisters' a production by the Western Australian Youth Theatre company (WaytCo). The Year 8 students attended 'Manifesto'. Students and teacher enjoyed the wonderful opportunity to see these groups perform. On the Saturday 4 of March the Year 7 SVAPA students will go to see 'Hide the Dog'. • Outdoor education is in full swing with the new Year 10 students developing their teamwork and camp skills, the Year 11 students starting their sailing unit and the Year 12 students learning snorkelling and free diving techniques. <p>Cameron Brook and Mei-Ling Day moved: 'The Board note the Students Report.' - CARRIED.</p> <p>Joshua Abordi read out a letter on behalf of Mia Westera – unfortunately Mia could not be at the meeting. Mia thanked the board for the opportunity to service on the board for the last two years and wished the board the best for the future.</p> <p>Dr Jenny Fay and Joshua Abordi moved: 'The Board note Mia Westera's letter.' -CARRIED.</p>	
4.5	<p>Staff Report – The Staff Report was presented by Michael Camilleri.</p> <ul style="list-style-type: none"> • The year began with an invitation for new staff as a 'meet and greet' opportunity on Wednesday 25 January where they could become familiar with the school's layout and meet their PCs and other staff. This was followed by all staff school development days in which teachers had time to prepare for the year as well as participate in whole school professional learning. Through the Teaching and Learning committee, lead teachers had prepared several sessions over the vacation period to be delivered to the staff on these days. The focus had been determined to be extending our High Impact Teaching Strategies program as identified in the School Business Plan. Feedback sought at our recent T&L meeting was very positive regarding those sessions and will be continued at the next SDD. • In addition to this, all new staff undertake a term long induction program covering many of the essential aspects of beginning a new position or just being in a new school. The new staff are a mix of newly graduated teachers and experienced teachers. Some of them have even worked at the school part time or in some other capacity. We have already had our second meeting with the new staff and engaged in discussion and sought feedback. We have an extensive program and will be meeting on a regular basis until the end of term. • The new building is now underway and we're looking forward to its completion as soon as possible. Over the vacation period, the transportable on the top oval were shifted to the lower oval to allow for the building process to begin and the building area to be fenced off. The fallout has been that the available space on the top and lower oval has been decreased. This has unsettled student play areas and congested other areas until students find new locations to play in. The school is undertaking a trial use of Hamer Park for years 11-12 for active sport only. The lower oval will be available for active sport for years 9 and 10 and the upper oval will be a passive area. The basketball courts will remain available as per current use. This will be supervised and hopefully increases the space students must play sport. In addition, the Department has agreed to extend the tennis court area by a metre which will allow for remarking of the courts so that Basketball, Netball and possibly Volleyball can also be played on the area. • The Department of Education has also negotiated the use of Hamer Park and covering the costs associated with the maintenance. 	

	Jade Lay and Kati Tonkin moved: 'The Board note the Staff Report.' - CARRIED.	
4.6	<p>P&C Report – Randal Well presented the P&C Report.</p> <p>The P&C approved a number of funding at their last meeting.</p> <ul style="list-style-type: none"> • Benches and seating \$27,000 were funded with the proceeds of Uniform Shop • Languages and Arts Departments each received \$5,000 to assist with the annual festival. • \$10, 000 was approved for the student school diaries • Funding was approved for the Homework Club. <p>Randal advised the meeting it would be his last School Board meeting as he was stepping down from the P&C as his youngest daughter has now graduated from Mount Lawley Senior High School. Randal has been the P&C Representative on the Board since 2015. Randal wished the school well on their journey from 'Good to great'.</p> <p>The Board thanked Randal for his many years of service.</p> <p>Lesley Street and Jade Lay and moved: 'The Board note the P&C Report.' - CARRIED.</p>	
5.0	Discussion Items	
5.1	<p>Student Results 2022 - Lesley Street presented the Student Results 2022.</p> <ul style="list-style-type: none"> • Lesley said that 'Going from Good to Great' is still the goal which we can and will achieve with collaboration, commitment, and consistent effort. • Lesley shared with the Board a presentation on Student Results which was also presented to all staff at the beginning of Term 1. • The Board then engaged in an enthusiastic discussion on the results. <p>Mei-Ling Day and Cameron Brook moved: 'The Board note the Student Results 2022.' – CARRIED.</p>	
5.2	<p>National Schools Opinion Survey</p> <p>Michael Camilleri gave a presentation on the results of the National Schools Opinion Survey.</p> <ul style="list-style-type: none"> • Although not a requirement to undertake the survey on a yearly basis the school finds the information useful for longitudinal purposes. • The school looks at the data, taking into consideration the questions are set and some of the comments are not deeply considered. • A discussion took place on the results and the comparison of responses between parents and students. <p>Kati Tonkin and Cameron Brook moved: 'The Board note the Attendance Report'. – 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 27 March 2023 at 5.30pm	
8.0	Meeting Close/Adjournment	
	The meeting was closed by Dr Jenny Fay at 7.02 pm	

Signed (Chair) _____
Jenny Fay

Date: _____