

**Minutes of Meeting 7 of 2020**  
**Mount Lawley Senior High School - School Board Meeting**  
**Warren Daniel Conference Room, MLSHS**  
**Monday, 16 November 2020 at 5:30pm**

**ATTENDEES:**

Cameron Brook (Chair), Lesley Street – Principal, Sebastian Hensley – Student Representative, Will Corbett – Student Representative, Randal Wells – P & C Representative, Dr Jenny Fay – Community Representative, Alice Basini – Staff Representative, Dr Kati Tonkin, Community Representative, Michael Camilleri – Visitor, Nicole van Blommestein (Scribe)

<b>1.0</b>	<b>Welcome and Apologies</b>	<b>ACTIONS</b>
1.1	Opening: The meeting was opened by Cameron Brook at 5:33pm.	
1.2	Apologies: Professor Stephen Winn, ECU – Community Representative, Ross Oakes - Staff Representative, Nicole Jolly – Parent Representative, Patricia Kritas - Parent 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.	
<b>2.0</b>	<b>Disclosure of Interest</b>	
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. 7 agenda.	
<b>3.0</b>	<b>Minutes of Previous Meeting</b>	
3.1	The Minutes of the previous meeting held on 17 August 2020 - (attachment 1) were tabled.  Kati Tonkin and Jenny Fay moved: <i>'The Board endorses the minutes of the previous meeting as otherwise complete and accurate.'</i> – <b>CARRIED</b>	
3.2	<p>Actions Arising – (attachment 2)</p> <ul style="list-style-type: none"> <li>• Action 1 – Michael attended a meeting at Statewide Services which was held to consider the feasibility of schools delivering AUSLAN as a LOTE subject. It was made clear to all at the meeting that AUSLAN is more than a language as it also encompasses the accompanying beliefs and culture. Consideration is being given to how this might be delivered for the entire Department of Education. The attending group felt that it important, given the cultural sensitivities, for a deaf adult to be part of the teaching process. There is a shortage of teachers in this area and development would be need. Both of these issues impact on the cost of delivery. The group agreed on the following actions to be undertaken: <ul style="list-style-type: none"> <li>○ Investigate the need for experts to deliver a feasibility study to be piloted in 2022</li> <li>○ create a model that may work</li> <li>○ consider how it could it be funded</li> <li>○ develop a business case</li> </ul> The school is awaiting the Department's position. </li> <li>• Action 2 – Lesley advised that fees for international paying students are recorded in Revenue Account C1288. This amount is incorporated into the annual budget which the Board notes at the beginning of each year. <ul style="list-style-type: none"> <li>○ For 2020, the expected revenue was \$522,670. The school has received \$460,474 to date.</li> <li>○ The shortfall is attributed to international students returning home due to COVID-19.</li> </ul> </li> </ul>	

- Action 3 – Lesley reported that suspension rates had not increased disproportionately with the increased school population. There has been an increase due to the Ministers intention to take violence seriously. There are nine students who are involved in a high number of suspensions. Some of these have left the school. Lesley ran through the suspension process and how many students are only suspended once.

Randal asked the Student Representatives what their feelings on treatment of suspensions was. Sebastian replied that people are aware of the consequences of violence and therefore think twice about it. He feels that the school manages disciplinary actions quite well.

Lesley added that the loss of good standing is a strong incentive for good behaviour.

Kati asked if there had been any decrease in behaviour due to Minister's direction and Lesley advised students are not videoing altercations anymore.

Sebastian Hensley and Kati Tonkin moved: "*The Board notes the Actions.*" – **CARRIED**

**4.0 Reports and Operational Matters**

4.1 Finance Report – (attachment 4)  
Lesley provided a verbal report as follows:

- Student Centred Funding is as expected and there is nothing of concern.
- Cash report – There has been an increase in families paying fees as invoices can now be sent out again. Families will be receiving another remainder next week. Locally Raised Funds currently sits at \$256,359.
- The Finance Summary shows Voluntary Charges and Contributions at \$148,677 v \$216,083 in the predicted budget. Charges and Fees are \$920,807 v \$1,038,275 in the predicted budget. Facilities hire is down due to COVID-19 and other revenues such as canteen and bookshop are also slightly down due to low student numbers during lockdown. Facilities and maintenance expenditure is down due to the gym being closed for a time. Teachers were asked to only spend 50% of their budget as there was doubt as to how much fee income would be received.
- Voluntary Contributions have been increasing since invoices have been able to be sent again. The school has received \$43,974 YTD for years 7 – 10 and \$169,304 YTD for years 11 and 12. This represents a 57.83% collection rate for years 7- 10 and 69.78% for years 11 - 12

Will Corbett and Randal Wells moved: '*The Board notes the Finance Report.*' – **CARRIED**

4.2 Principal's Report

Lesley provided her Principal's Report as follows:

Student Numbers

Year 7-337	Year 10- 311
Year 8-389	Year 11- 287
Year 9-345	Year 12- 240
<b>Total 1909</b>	

	<ul style="list-style-type: none"> <li>• Year 7 student numbers for next year are still very healthy and the school will now have 11 form classes which means up to 352 students. To date over 80 out of area applicants have been turned away.</li> <li>• On Wednesday November 11 the school hosted the Premier, Mark McGowan and local MLA, Simon Millman. They came to visit the STEM building which is now at partial completion status. They were very impressed with the building and the Premier is keen to return to open the building. They then walked across to the Enright Studio where a group of music students were waiting to perform for the visitors.</li> <li>• Also, on the 11 November the new prefects attended a Remembrance Day service at the Mount Lawley War Memorial. The veterans in attendance were very impressed with the behaviour and demeanour of the students and several sent emails praising their efforts. They were delighted that students stayed, after the service, to speak individually with the WW2 and Korean veterans who attended.</li> <li>• The school hosted the prefects and their parents to a special afternoon tea on Thursday. The parents were given an understanding of the role the prefects undertake and the wide range of events they attend.</li> <li>• On Wednesday 9 December Lesley will be attending a function hosted by the Minister for Education, Sue Ellery and the Director General, Lisa Rodgers to mark the completion of her Harvard Fellowship program. On Tuesday 2 December Lesley's project team will be meeting with the Director General and the Executive team to present the results of their research into how to assist schools deemed as "needing improvement". They are particularly interested in the results of the survey that was undertaken with designated principals.</li> <li>• As part of the staffing profile, the school is creating a Level 3 Program Coordinator position for inclusive education. There are now 33 students who are eligible for education assistant time and 126 who require modifications so they can access the curriculum. This important position should be filled by the end of the school year. The school is in the process of appointing a number of staff for 2021 including: 2 x Phys Ed positions, 4 x English position, 1 x Computing position, 1 x D&amp;T position, 3 x HASS positions, 2 x Maths positions., 2 x Home Economics, 2 x Science and a number of Middle School positions. Given the staffing shortage likely to occur in 2022 and beyond, the Department have provided large high schools with a Senior Recruitment Officer to help speed up the staffing process.</li> <li>• On Thursday 19 November, for the first time, the school is hosting an International Men's Day breakfast. The breakfast will be attended by male students in various leadership roles across the school. The guest speaker for the event will be local MLA Simon Millman.</li> </ul> <p>Sebastian Hensley and Kati Tonkin moved: <i>'The Board notes the Principal's report.'</i> – <b>CARRIED</b></p>	
4.3	<p>Student Representative Report</p> <p>Sebastian and Will jointly provided their report as follows:</p> <ul style="list-style-type: none"> <li>• 2020 GAT Morning Tea - Ms Chapman, an Italian teacher, advised the morning tea went very well. At the first Middle School assembly since the COVID-19 restrictions, 15th September, our new 2020 Gifted and Talented students received the school Language badge and certificate. They also had their photographs taken. After the assembly, the GAT Languages parents were invited to a morning tea which provided an opportunity to network with other GAT parents, Languages teachers and the school administration.</li> <li>• GAT Induction - This day was to welcome the year 6 future GAT students and to help decide which language they wanted to learn, either Italian or</li> </ul>	

Chinese. They were given tours by current year 10 GAT students before partaking in different activities based on the different cultures. They were then given an opportunity to make their own pasta from scratch with Chef Valentina.

- Year 11 Outdoor Ed Camp - On the 17th of September the Outdoor Education class began their adventure on the Bibbulman Track. This included abseiling at Statham's Quarry. It was reportedly a great experience for all.
- Year 11 Exams - Over weeks 3 and 4 the year 11's undertook their exams which they handled extremely well. Our thanks to the teachers and support staff. Most students seem happy with their efforts.
- Suu Kyi's Art Endeavors - Suu Kyi is a year 11 student whose artwork has been selected for the META Exhibition, an exhibition designed for promoting the excellence achieved by senior school students in art and design classes. There were 167 entries from all different types of school (private, public, and independent). Suu Kyi's work received an honorable mention at the exhibition as she was the Runner Up Artist for the event.
- Mental Health Week - Mental Health week was held from the 10th to the 17th of October with this year's theme being 'strengthening our community' The Student Wellbeing Committee and staff ran a series of Lunch time events with the Act Belong and Commit Wellness Wednesday with students participating in the Wheel of Wellness. Thursday saw the inaugural talk and walk-a-thon which promoted social connection and physical activity. The week was a great time enjoyed by all who participated and is an event to be held in future years.
- Italian Film Fest - Year 10 and 11 Italian students went to Palace Cinemas in Raine Square to watch 'Il Giorno più Bello del Mondo' The Film was said to be quirky and enjoyable with student emerging themselves in the language and experience the Italian Culture. It allowed them to help with their vocabulary as well as learning phrases and saying which are not normally taught in class.
- Middle School Assembly - The first middle school assembly for year 7s and 8s was held on the 15th of September. GAT students were awarded with their badges and various academic achievements were awarded for high achievement and for students at the top of their subjects. The school music band also put on a brilliant performance for the middle school to enjoy.
- Inter-school Athletics Carnival - Inter-school was held on the 20th of October with over 100 students representing the school. The day was very competitive with all Mount Lawley students putting in their all for their school. The school remains in B Division. The year 7 girls relay team broke the current record with a time of 53.94, over 2 seconds faster than the previous record.
- Year 7 Lightning Carnival - The year 7s were treated to a day of fun physical activities when they got to participate in the Lightning Carnival. The sports to choose from were Football, Netball, Soccer, Cricket and Floorball. As the Year 11 Sport Coaching students needed to be in class, the year 10s stood up and helped coach and umpire the event.
- Year 12 WACE exams - The WACE Exams have been held over the last 2 weeks. As usual, the Year 12 cohort were on the more extreme levels of anxious with the exams making up a large portion of the ATAR score. Overall talking to the year 12s, with most having finished their exams, they are sad that their school life is over but equally happy to get out into the world and have a bit of fun this summer.

Alice Basini and Jenny Fay moved: *'The Board notes the Student Representative's report.'* – **CARRIED**

4.4	<p>Staff Representative Report</p> <ul style="list-style-type: none"> <li>• Alice advised the school held a School Development Day at the Crown on 12 October where they recapped the focus of the 21 July day and looked at the School Business Plan. The staff looked closely at making a clear difference between Targets and the Strategies to be used to attain those targets. The day was both positive and productive.</li> <li>• Year 12s are well into their exams and most seem optimistic about their efforts.</li> <li>• Their final day of school was marked by good-natured and mature behaviour with a genuine sense of them wanting to enjoy their last day at school.</li> <li>• The Year 12 Farewell Dinner Dance was held at the Italian Club on 22 October. This was well attended and enjoyed by all.</li> <li>• A group of staff are participating in Movember. The fund-raising goal has been reached and increased and the staff are now striving for \$200,000. The males are growing moustaches and the female staff are completing exercise challenges.</li> </ul> <p>Jenny asked if the Staff Development Day was of benefit to Board members who attended. Kati commented that it was as it provided an idea of the strategy of the school. Randal said he was impressed with how engaged staff were as everyone got involved and the discussions were interactive. He felt the Facilitator did a great job. Staff commented that it was good to see Board Members involved in the day.</p> <p>Cameron asked if attitudes to muck up day have changed. Alice advised that this does not seem to be part of Year 12 culture anymore.</p> <p>Jenny Fay and Sebastian Hensley moved: <i>'The Board notes the Staff Representative's report.'</i> – <b>CARRIED</b></p>	
4.5	<p>P&amp;C Report</p> <p>Randal provided the P &amp; C Report as follows:</p> <ul style="list-style-type: none"> <li>• P&amp;C met on 26 October 2020 with a quorum.</li> <li>• Self-defence classes were successfully held at Malaga on 8<sup>th</sup>, 15<sup>th</sup>, and 22<sup>nd</sup> September 2020 and P&amp;C has approved funding \$550 for a further course for up to 24 year 10 and 11 girls in November 2020.</li> <li>• Discussion was held following a survey of parent views on the school's mobile phone policy.</li> <li>• The final P&amp;C meeting of the year will be held on 30 November 2020 at 7 pm at the Warren Daniel Conference Room, MLSHS.</li> </ul> <p>Alice Basini and Lesley Street moved: <i>'The Board notes the P &amp; C report.'</i> – <b>CARRIED</b></p>	
<b>5.0</b>	<b>Discussion Items</b>	
5.1	<p>Letter of Acknowledgement from Hon Sue Ellery, MLC regarding 2019 NAPLAN results – attachment 4</p> <p>The school received a letter from the Minister about their NAPLAN results which acknowledged their achievements as being well above the national average.</p> <p>Jenny Fay and Kati Tonkin moved: <i>'The Board notes the Minister's letter of acknowledgement.'</i> – <b>CARRIED</b></p>	

5.2	<p>School Development Days 2021 – attachment 5</p> <p>The proposed School Development dates for 2021 were tabled. The proposed dates have been communicated to feeder schools.</p> <p>Will Corbett and Kati Tonkin moved: <i>'The Board Endorses the School Development Days for 2021.'</i> - <b>CARRIED</b></p>	
5.3	<p>Board Meeting Dates 2021 – attachment 6</p> <p>The proposed Board Meeting dates for 2021 were tabled. October has been included however a meeting is not required that month.</p> <p>Randal Wells and Jenny Fay moved: <i>'The Board notes the School Board Meeting dates for 2021 with the exception of the October meeting which is to be deleted'</i> – <b>CARRIED</b></p>	
5.4	<p>Public School Review Report</p> <p>A previous copy had been provided to the Board and this was an amended copy as there were some typing errors in the previous document. Randal advised the Board's involvement in the process went well and the Assessors created a good atmosphere where everyone felt comfortable to speak up. The schools' self-assessment corresponded with the reality of what was actually going on and the school achieved commendation. All recommendations were ones the school had themselves proposed and overall, it was quite a positive experience.</p> <p>Randal Wells and Kati Tonkin moved: <i>'The Board notes the report.'</i> - <b>CARRIED</b></p>	
<b>6.0</b>	<b>Focus areas for the Board</b>	
	<ul style="list-style-type: none"> <li>• Lesley has started having preliminary meetings regarding ECU moving, the facilities being allocated and the impact this will have on the school. The Executive team will need to be configured differently however the school will remain local intake. The Arts program will be reviewed as this has been going for a number of years now and will morph into a different program. It is looking like the university's move will occur in 2025.</li> <li>• Cameron asked whether the STEM facilities could be extended to include Arts and be called STEAM as an all-encompassing culture so that thinking is not limited to maths and science. Lesley is happy to consider this.</li> <li>• Lesley spoke of the music alumni from WAAPA who have contacted music teachers to start collaborating with the school. Discussion with Head of Music and VET person is to be undertaken to see what can be done to encourage students' involvement in WAAPA.</li> </ul>	
<b>7.0</b>	<b>Other Business</b>	
7.1	<ul style="list-style-type: none"> <li>• Lesley advised the 2021 – 2014 school business plan was not yet finished. A copy was provided to the Board to peruse ready for discussion at the first meeting next year. The document started at 24 pages and is now down to nine. Strategic actions are being worked on and a more up to date version will be brought to meetings next year. The plan is due to be complete by the end of term 1, 2021.</li> <li>• Lesley thanked the Board for their work in this highly productive year where a lot had been achieved. Staff are working hard and have put a lot into the school. The school is on the journey from good to great.</li> <li>• Cameron looked back to where the school was at the end of term 1 and the huge challenge to manage an incredibly difficult year. The fact the school is in such a good place coming out of COVID- 19 lockdown is testament to the staff and so thanks were given to them.</li> </ul>	

<b>8.0</b>	<b>Next Meeting</b>	
	The next meeting is scheduled for Monday, 15 February 2021 at 5:30pm in the Warren Daniel Conference Room, MLSHS.	
<b>9.0</b>	<b>Roundtable evaluation of the meeting</b>	
	Nil	
<b>10.0</b>	<b>Meeting Close/Adjournment</b>	
	The meeting was closed by Cameron at 7:12pm	

Signed (Chair) \_\_\_\_\_  
Cameron Brook

Date: \_\_\_\_\_