

Mount Lawley Senior High School (MLSHS)

School Council

MINUTES

Monday 16 March 2009

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
1	Meeting opened: 7:35pm		
2	<p>Introduction and Welcome The Chair welcomed School Council members and asked members to give a brief introduction for the benefit of new members.</p>		
3	<p>Attendance Christine Richardson, Ian Johnston, Neil Hudson, Bev Burnside, Kevin Pilkington, Anne Griffiths, Don Rowe, Yvonne Scott, Catherine Smith, Jo Furness, Glen Innis, Ron Pearce, Gemma Esvelt, Maddy Lovelle, Therese Wallooppillai, Holly Richards and Vicki Nash (Minutes Secretary)</p>		
4	<p>Apologies Milton Butcher.</p>		
5	<p>Terms of Reference The Terms of Reference document was distributed and Christine Richardson gave an overview of the contents. She suggested new members take a copy away to digest and to speak with the Principal or a member of School Council about any queries.</p>		
5	<p>Minutes of Previous Meeting The Minutes of the previous School Council meeting held on 16 February 2009 were tabled and accepted as a true record. Moved by Bev Burnside. Seconded by Jo Furness.</p>		
6	<p>Update on Action Points from Previous Meetings</p> <ul style="list-style-type: none"> <p>▪ Healthy Active Australia Grant Christine Richardson advised that Suzie Barnes has commenced in this position.</p> <p>RECOMMENDATION: School Council to request a commitment of funds in the amount of up to \$7,500 from the Teaching Australia Partnership Award to meet start-up costs for the Proactive@Lawley project. Moved by Christine Richardson. Seconded by Don Rowe.</p> <p>To Anne Griffith's query regarding a VET coordinator, Ian Johnston advised that this is in place for the remainder of the year and the position will be advertised, hopefully to be filled permanently.</p> <p>▪ Centre for Asian Languages Christine advised that a meeting with the Minister, Dr Constable, had occurred this afternoon. The feedback provided was that the submission needed to be more focused. It was clarified that to date only primary schools have had the opportunity to apply for language or science laboratories. A proposal for language centre for MLSHS was being prepared, waiting for the call for applications.</p> 	<p>Action expenditure</p> <p>Provide Terry Gosling's contact details to Anne Griffiths</p> <p>Further develop strategy for seeking funds</p>	<p>Principal</p> <p>Ian Johnston</p> <p>Council Principal</p>

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	<p>Don Rowe suggested holding a meeting to discuss the development of the application. There was further discussion on the topic of Building the Education Revolution (BER) and Catherine Smith asked for details of relevant websites to access for information on government grants. http://www.deewr.gov.au/Schooling/NALSSP/Pages/default.aspx http://www.deewr.gov.au/schooling/buildingtheeducationrevolution/Pages/default.aspx Christine Richardson commented that School Council could have a role in capitalising on the opportunities presented by this funding.</p>	<p>Assist with applications for funding to BER and NALSSP.</p>	<p>Principal Council members</p>
7	<p>Financial Report for 2008 Christine Richardson reported that she had written to DET to request further systems development on the financial reporting framework. She thanked Yvonne for all her work in this area</p>	<p>Follow-up with DET</p>	<p>Principal Christine Richardson</p>
8	<p>MLSHS School Council Report 2008 Christine Richardson reported that this document had been circulated with the agenda papers and briefly went through the report. Council's activities for 2008 were reported against its roles and responsibilities as stated in the terms of reference. Staff commented on the pleasing high level of compliance with dress code, with the main challenge being compliance with footwear. Christine congratulated Yvonne Scott on the excellent work done in improving the transparency around the setting of fees and ensuring that these flowed through to individual invoices. Ian Johnston mentioned that given that fees had been held at \$235 for about 7 years, it was becoming very difficult to deliver the educational program. Yvonne added that parents are now much more 'savvy' on what to pay. RECOMMENDATION: School Council to follow up the issue of the amount of \$235 by seeking feedback from learning areas and then work through on how best to put the case for additional funding.</p>		
9	<p>School Council Membership 2009 Nominations were sought for the position of Chair. Jo Furness nominated Catherine Smith. This was seconded by Ian Johnston. As there were no other nominations, Catherine Smith was unanimously elected as Chair. Nominations were sought for the position of Deputy Chair. Catherine Smith nominated Jo Furness. This was seconded by Don Rowe. As there were no other nominations, Jo Furness was unanimously elected as Deputy Chair. Nominations were sought for the position of Second Deputy Chair. Anne Griffiths nominated Kevin Pilkington. This was seconded by Catherine Smith. As there were no other nominations, Kevin Pilkington was unanimously elected as Second Deputy Chair.</p>		

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<p>Draft Budget 2009 The draft budget had been presented to the previous meeting. Yvonne Scott spoke to this agenda item and indicated that the 2009 budget has been endorsed by the Finance Committee. Ian Johnston explained the situation regarding MLSHS staff, advising that the School has been deemed overstaffed and two staff members are leaving MLSHS. Ian said that the School has to find about \$200,000 to cover its needs. Christine sought clarification that this transfer to the salary pool from the unallocated funds would be the key change to the budget as presented. Christine indicated that once the budget was approved, Yvonne would submit the final budget. Council would be provided with 3 monthly reports against budget.</p> <p>RECOMMENDATION: School Council to accept the budget as presented, recognising that there will be some minor changes and a significant allocation towards the salary pool. Moved by Don Rowe to accept the budget as recommended. Seconded by Catherine Smith.</p>	<p>Action budget</p>	<p>Business Manager</p>
<p>Technology & Innovation Literacy & Numeracy funds Yvonne advised that money paid by parents for the Literacy & Numeracy and Technology & Innovation Funds goes towards strategic activities. She reported that the Financial Committee had met and recommended funding of</p> <ul style="list-style-type: none"> • \$3,400-\$4,000 for a waterless urinal be made from the technology & innovation fund • purchase a laptop computer for special needs students, at a cost of \$1,200. • renewal of the Mathletics licence for \$3,100 from the Literacy & Numeracy Fund. . <p>RECOMMENDATION: School Council agreed unanimously to ratify the Finance Committee's proposals for waterless urinal technology and the purchase of a laptop computer for special needs students for a total of \$7,700.</p>	<p>Action allocations</p>	<p>Business Manager</p>

	<p>School Plan 2009 Members were asked to consider the revised 'school intent' statement, which was intended for inclusion in the School Development Plan and planned to be signed off by School Council, staff and P&C. Christine advised that there are some amendments to text, including a stronger statement about parent involvement. Anne Griffiths asked about technological attributes across the curriculum in MLSHS and whether the School met the national guidelines. Ian Johnston replied that there are 350 computers in the School with \$160,000 worth of computers on the way, so students will have considerable access.</p> <p>Glen Innis advised that students had access to all programs used across the curriculum. The School was also employing a full time computer officer, and this was of great assistance. Mark Lynch was also available to up-skill teachers across the curriculum. Glen explained Moodle (a learning journal) to School Council members. This can be easily accessed from a student's home. In addition, a trial program for literacy (silent reading) called 'Reading Plus' was being conducted in middle school. An ICT plan has been developed.</p> <p>RECOMMENDATION: It was resolved that School Council endorse the statement of intent in the School Plan.</p>	Update School Improvement Plan	Principal
9	<p>Student Report Maddy Lovelle mentioned School colours, as in private schools, and Neil Hudson confirmed that this will go ahead as a reward system for students who have a high level of commitment, achievement, participation and performance in particular areas over three years. Colours would be awarded in four areas:</p> <ol style="list-style-type: none"> 1. service eg Student Council, youth mentors, rangers, etc. 2. academic - based on report success, particular placing in competitions, etc. 3. arts, eg drama, music, media, etc., and 4. sport. <p>Neil explained that there are different criteria for each area as well as specific criteria, and it would require sustained performance over 3 years. Those students who have been selected to receive colours will receive a badge and certificate at a full School assembly. Ian Johnston also mentioned Principal's awards to reward high achieving students.</p> <p>Gemma Esvelt asked about coloured shoelaces and Neil Hudson advised that the School's policy is for students to wear black shoelaces.</p> <p>Gemma asked if there had been any progress regarding the volleyball program and Ian Johnston replied that it would continue for the rest of this year. He added that the School needs to look at future planning on this. Christine Richardson suggested that the Healthy Active Australia program may be able to provide support.</p>	<p>Provide further information on badges and colours at the next School Council and P&C meetings</p> <p>Continuance of the volleyball competition - perhaps with Proactive@lawley project</p>	<p>Neil Hudson</p> <p>Principal Project Manager</p>

10	<p>P&C Report There was no P&C nominee. Jo Furness reported that there was an AGM with the election of office bearers and discussion during the main meeting revolved around results from last year and the election of Suzie Barnes.</p>		
11	<p>Staff Report Neil Hudson reported that the School's efforts for the Victorian Bushfire Appeal resulted in well over \$4,000 to be passed on to the appropriate organisation. This was a great effort by students, families and members of the community. (Ian Johnston voiced his gratitude to Student Services for its efforts. Neil said a number of children from the Middle School gave up their valuable time, and he will pass this onto the team.)</p> <p>Bev Burnside mentioned two events:</p> <ul style="list-style-type: none"> • a parent information evening for LOTE special program for Years 5,6 and 7 (applications due by 20 March 2009), • the Year 8 BBQ, was very successful - The new format that included a parent information session was proving to be very popular. 		
12	<p>Principal's Report Ian Johnston sought the support of School Council to again suspend the School timetable to enable a full reporting day on the last Thursday of Term 2 this year. P&C support is also needed for the issue of semester-based reports. This will give parents the opportunity to make appointments with teachers throughout the day until 7pm. Catherine & Jo commented on the excellent experience in 2008. School Council gave its unanimous support and endorsement to this recommendation.</p> <p>Ian advised that the GATE selections have been completed, with a total of 24 students. He was planning to make a second round of offers for 2010. Christine Richardson suggested that the half cohort be a strategic issue for discussion during 2009. Catherine Smith advised that she attended a LOTE GATE meeting last week which was such a positive meeting with so much enthusiasm. She passed on her congratulations to the staff involved.</p>	<p>Make arrangements for approval to suspend timetable</p> <p>Half cohort planning</p>	<p>Principal</p> <p>Council</p>

13	<p>Other Business</p> <p>Don Rowe gave his "Lucy Dean Report", advising that she was studying in China and would be starting an acting career in the Chinese equivalent of <i>Home and Away</i>,</p> <p>Anne Griffiths advised that the Engineering Australia Excellence in Teachers Award for Science and Mathematics would be open for application next month.</p> <p>Bev Burnside advised that the Team Leader of Community One has been selected to the Anzac tour.</p> <p>Christine Richardson advised that tonight is her last School Council meeting and gave School Council members a farewell speech, saying that she has enjoyed being involved with the School and that she is pleased that Catherine Smith is staying on for an extra year. She hopes members will continue their involvement with the School, 'building the education revolution'. She thanked School Council members and wished them good luck.</p> <p>Ian Johnston responded that the School has benefited greatly due to Christine's commitment and proactive involvement with the School, which has been amazing. Catherine Smith also acknowledged that her own involvement with the School is due to Christine, as well as others around the table, and she thanked Christine on behalf of P&C, the parent body, student body and other staff around the table.</p>		
14	<p>Next Meeting</p> <p>Monday, 18 May 2009 at 7:30pm. (Note: Vicki Nash unavailable as Minutes Secretary for this meeting - Integrity Staffing to be advised to arrange for a replacement Minutes Secretary)</p>		
15	<p>Meeting Closed</p> <p>9:15pm</p>		