

Mount Lawley Senior High School (MLSHS)

School Council Annual Open Meeting

Warren Daniels Conference Room, MLSHS

MINUTES

Monday 17 May 2010 at 6:30pm

ITEM	ACTION POINTS	PERSON RESPONSIBLE
1	Meeting opened: 6:40pm	
2	Introduction and Welcome Catherine Smith welcomed Council members to the meeting.	
3	Attendance Catherine Smith, Stephen Spice, Neil Hudson, Ron Pearce, Don Rowe, Yvonne Scott, Kevin Pilkington, Geoff Clayton, John Cloake, Jo Furness, Glenn Scott, Kate Prast, and Vicki Nash (Minutes Secretary).	
4	Apologies There were no apologies.	
5	Minutes of Previous Meeting The Minutes of the previous meeting held on 15 March and the Extra- Ordinary meeting on 23 March 2010 were tabled and accepted as a true record. Moved by Don Rowe. Seconded by Jo Furness.	
6	Update on Action Points from Previous Meetings <ul style="list-style-type: none">▪ Sponsorship This agenda item is on the back burner as the guidelines have still not been updated by the Department. ▪ Healthy Active Australia Grant Suzi Barnes' document <i>Proactive Keep Active @ Lawley Project Managers Report for School Council May 2010</i> was tabled and distributed. Catherine reported that few activities had been planned for the reasons outlined in Suzi's document:<ul style="list-style-type: none">➤ uncertainty of Suzi's position;➤ uncertainty of budget allowance; and➤ insufficient time to allocate to the project in Term one.Catherine explained that Suzi has no budget to date and is part-time (the other part is PR at MLSHS). Suzi will have a meeting with Stephen Spice and Yvonne Scott to see how the roles are mixing. She has, with Andrew Paul, hosted the Winter Olympics and she also has something planned for this term with soccer. It was noted that there will be a Steering Committee meeting soon. Healthy Active has been held up as good practice in the school and Suzi has been asked to present a few times on the project.	

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<ul style="list-style-type: none"> ▪ Centre for Asian Languages Catherine advised that this agenda item is at an impasse. ▪ Staff Profile This item to be addressed once Stephen is present. ▪ IPS Report Catherine advised that Stephen's document <i>Supporting Statement to Expression of Interest Independent Public School</i>, including letters of support, has been tabled and distributed for Council members to read. Catherine advised she submitted a letter of support as well. 		
<p>7 Discussion Items</p> <ul style="list-style-type: none"> ▪ Audit The Audit Report was tabled and distributed, and Yvonne Scott gave a verbal overview. She commented that she is very pleased with the report and advised that the next audit will be in two years' time. Yvonne advised that she and Stephen put in an audit action plan from the findings, i.e. what to do to make sure certain issues do not reoccur. <p>RECOMMENDATION To congratulate Yvonne Scott, Milton Butcher and admin staff on their excellent job in putting structures into place to meet audit requirements with special commendation to Yvonne from Council, which is appreciative of her efforts to enable the audit to be passed.</p> <p>Moved by Catherine Smith to endorse the recommendation. Seconded John Cloake.</p>		
<p>8 Reports</p> <ul style="list-style-type: none"> ▪ Financial Reporting 2010 Yvonne tabled and distributed her Finance Report. She gave a verbal overview of the comparative budget which included that MLSHS may be getting more money <p>The <i>Voluntary Contributions & Charges Position – Update</i> was tabled and distributed. Yvonne advised that, as at last week, there were 1,281 students. It was noted that an amount of \$19,000 for Health Active has been missed out under <i>Voluntary Approved Request</i>. Yvonne reported that, compared to last year, the number of people who have paid is down (1.2%). Also, the GST debt for the last five years has been cleared off. Yvonne has signed the agreement with the debt collectors, with the first being those who owe money from last year.</p>	<p>Speak with Stephen Spice regarding the budget for learning areas</p>	<p>Yvonne Scott</p>

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<p>Yvonne advised that the next statements will include a notice that outstanding monies will be referred to debt collectors and the student concerned cannot be referred for the subject. Discussion ensued on the subject of students and debt.</p> <p>[At 7:10pm, Catherine Smith welcomed Stephen Spice to the meeting – direct from a professional development course]</p> <p>The 2011 Proposed Subject Charges document was tabled and distributed. Yvonne reported that the Finance Committee has endorsed this document. However, the Heads of Learning Area figures are not the same as Yvonne was given, so she would like to go through the document, obtain approval and then go back to the Finance Committee with any amendments from the meeting two weeks ago.</p> <p>Moved by Jo Furness to accept the Financial Report as Yvonne Scott has proposed. Seconded by Glenn Scott.</p> <p>Moved by Ron Pearce for Council to accept the proposed charges with the amendment of rounding up 50 cent charges, and pending Finance Committee endorsement. Seconded by Kevin Pilkington.</p> <p>Catherine would like to know for next meeting how much money is generated by international students and how much is put back to assist them, ie how much MLSHS puts in to bring the students up to the standards they need.</p> <p>Don Rowe queried a letter he received asking for payment for 400 page Maths books with a very tight timeframe for payment.</p>	<p>Round up the 50 cent charges</p> <p>Report to next Council meeting on this agenda item</p>	<p>Yvonne Scott</p> <p>Stephen Spice and Yvonne Scott</p>
<p>Student Representatives' Report Kate Prast asked why the girls' toilets are locked during school hours. It was explained that this was because of the graffiti problem but a key can be obtained from Senior School or Reception for the Senior School toilets.</p>	<p>Include an item regarding the availability of a key to the toilets in the daily notice</p>	<p>Yvonne Scott</p>
<p>Principal's Report The Principal's Report was tabled and distributed and Stephen reported as follows:</p>		

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<ul style="list-style-type: none"> <li data-bbox="252 250 571 282">▪ Critical Incident There has been no further update, but he hopes to hear tomorrow whether or not the Yr 12 student will be excluded from MLSHS. <li data-bbox="252 421 571 452">▪ IPS Application This has been submitted and there is a complete copy for members. Thanks to Christine Richardson for her editing and for the letters of support from Catherine, School Council, P&C, Lindsay Hale, Michael Sutherland and Suzi Barnes. Having passed the financial audit, MLSHS should be well placed to achieve IPS status. <li data-bbox="252 689 826 752">▪ Parent/Student/Teacher Interview Afternoon/Evening As outlined in his report, school will start at Lunch 1 for both Middle and Senior Schools and close at the beginning of lunch 2. The parent/student/teacher interviews will be conducted over 5-6 hours in the afternoon/evening giving more parents an opportunity to come to MLSHS. <li data-bbox="252 990 999 1093"> <p>Moved by Don Rowe to endorse the parent/student/teacher interview program as outlined. Seconded by Ron Pearce.</p> <li data-bbox="252 1128 999 1393">▪ Instructional Strategies Program 40 MLSHS staff members have applied for the Professional Development program that has been developed in partnership by DET and the Union. The program has the full support of the Executive team with all Associate Principals undertaking the program. Steve Raphael has won the position of Instructional Strategies Coordinator. <li data-bbox="252 1402 999 1635">▪ National Curriculum A report from Liz Smith was tabled and distributed. Geoff commented that it seems to be going well and MLSHS will be looking for resources etc for new areas. Geoff added that History has had many changes and there are no resources for what MLSHS is doing for Yr 9. Stephen thanked Geoff for his input. <li data-bbox="252 1671 999 1800">▪ New District Director Scott Stene will replace Lindsay Hale as District Director at the Swan District Education Office and will remain in that position until the end of the year. <li data-bbox="252 1836 999 2007">▪ Staffing Staffing is still very tight, but MLSHS is in a better position this term because they are able to convert more FTE than in term 1). Should be back where MLSHS predicted by the end of the year. 		

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<p>▪ Italian Tour and MOU with Sister School The tour was successful very well organised. Students were excellent ambassadors for Mount Lawley. Being stranded in Venice was a little bit worrying as to when to get out due to the Icelandic volcano. There is a full report from Joe Millimaci, HOD of Languages, and he suggested Council members go to the blog at www.lawleyitalia2010.blogspot.com for more information.</p> <p>▪ Anzac Service The Anzac service went off very well, with great respect shown by students. Neil confirmed that it was a great success and the students, some of whom gave a talk, were fantastic. There was a multi-media presentation. Neil added that he is trying to make whole school assemblies a little more interesting. Stephen publicly thanked Neil for co-ordinating whole school assemblies. Neil added that the Ex-POW memorial service is being brought forward from June due to poor weather.</p> <p>▪ China Tour for Leaders Michael Camilleri went on this 9-day tour. Tomorrow, at the assembly, MLSHS is launching the Italian and Asian Hubs, lifting the profile of Languages at MLSHS across the State.</p> <p>▪ Bushranger Camp to Shark Bay This was very successful. Andrew Paul does a great job and there was good feedback about the students.</p> <p>▪ Upcoming Events Geoff advised that Year 9 exams are in week 7.</p> <p>Catherine requested a report on the update of the new MLSHS website. Stephen had expected the new website to be up and running two weeks ago. Council commented that the current website was out of date, static and of very poor quality. Council requested action to bring the new website on line asap. Stephen replied that an external IT team is currently working on it. \$12,000 has been set aside for this project.</p>	<p>This agenda item to be addressed at tomorrow's Executive meeting and reported on at the next School Council meeting</p>	<p>Stephen Spice</p>
<p>P&C Report John advised that there was nothing to report from P&C.</p>		

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<p>Staff Report Neil Hudson tabled and distributed his report on heavy text books, with comments from the HOD from the following subject areas: English/Philosophy/Psychology), (Science), (Maths), and (Psychology). He noted that the date should read '2010' rather than '2007'. Neil would like this issue clarified once and for all and hopes there will be no other issues. He does not think MLSHS will need to purchase extra sets of books. .</p> <p>Geoff Clayton advised that NAPLAN went well – the rules were followed very strictly and only two children needed extra time (it started at 8:30am). There were five absentees – two students had left MLSHS, two were overseas and one was sick. Stephen added that MLSHS gave students the best possible chance on the test and he thanked Geoff for his efforts with NAPLAN.</p>		
<p>9 Other Business</p> <ul style="list-style-type: none"> ▪ Neil advised that there is a group of staff members looking at a schedule of future interstate and overseas tours for students, and Ian Johnston, Yvonne and some Heads of Department are working to come up with a 6-year plan for tours. ▪ Catherine advised that on 16 June 2010 there will be a Careers Expo at MLSHS from 2-5:30pm, with all of the universities, most of the TAFEs and various industry as well. 		
<p>10 Next Meeting Monday, 21 June 2010 at 6:30pm</p>		
<p>11 Meeting Closed At 8:20pm, Catherine declared the meeting closed.</p>		