



<p>2. Business Arising from Previous Minutes</p> <p>2.1. See note regarding bank accounts.</p> <p>2.2. Music committee provided Lesley with the information requested in regard to closure of motions</p>	
<p>3. Principal's Report</p> <p>Resolution: That the attached Principal's Report be adopted</p> <p>Additional Notes:</p> <p>3.1. Lesley commented on how good it was to have Mrs Norma Graves, a student from 1961 visit the school</p>	Lesley Street
<p>4. Treasurer's Report</p> <p>Resolution: That the attached Treasurer's Report be adopted</p> <p>Additional Notes:</p> <p>4.1. Malay joined the meeting at 5.38pm. Paul Atkins and Helen Goldsmith noted</p> <p>4.1.1. Malay has been setting up a new list of expense and income codes in Xero.</p> <p>4.1.2. Audit certificate has been provided by the auditor. Auditor is yet to send through findings for action by the committee.</p>	Paul Atkins and Helen Goldsmith
<p>5. President's Report</p> <p>Resolution: That the attached President's Report be adopted</p> <p>Additional Notes:</p> <p>5.1. Noted the delays and difficulty with needing to have past presidents sign off on several items raised by the auditors.</p> <p>5.2. P & C General Committee Motions</p> <p>5.2.1. PC2024.09.02.1 Extra Auditor fee to be approved at the main P & C meeting on 16/09/24 \$200 plus gst.</p> <p>Moved: Kieran Looby Seconded: Yvette Sholdas</p> <p><i>Motion Carried unanimously</i></p>	Helen Goldsmith
<p>6. Vice President's Report – WACSSO</p> <p>Resolution: That the Vice President's Report be adopted</p> <p>Additional Notes:</p> <p>6.1. Excellent overview of the WACSSO conference provided by Ana</p> <p>6.2. Ana raised the impact on a child not able to attend excursions and school activities for financial reasons and whether the P & C could help with this type of "pay it forward" funding for disadvantaged students.</p>	Ana Santos



<p>6.3. Lesley Street raised that it may not be possible as funds need to benefit more than an individual or a few. Ana to seek advice from WACSSO on what is possible</p> <p>6.4. Alternate suggestion was to have a list of parents that are interested in supporting disadvantaged children that might like to act as sponsors, or offer multiple sign up options that offer subsidising disadvantaged students to attend.</p> <p>6.5. Action - Ana to consider options and liaise with WACSSO on what is possible using P & C funds.</p>	
<p>7. Secretary – Correspondence In / Out</p> <p>Additional Notes:</p> <p>7.1. No correspondence to note</p>	<p>Helen Goldsmith</p>
<p>8. Music Support Committee’s Report</p> <p>Resolution: That the attached Music Committee Report be adopted</p> <p>Additional Notes:</p> <p>8.1. Kieran confirmed he met with Lesley regarding release of uncommitted funds from the 24 June meeting.</p> <p>8.2. Music committee advised that the Draft Business Case for the purchase of a Grand Piano had been circulated to MSC members and to the General P & C committee.</p> <p>8.3. Music committee has outlined the proposed process for progressing considerations of the Grand Piano purchase (through MSC then P & C committee)</p> <p>8.4. The final proposal along with other suggestions is being compiled to be tabled at the next meeting 23 October 2024.</p> <p>8.5. Music Committee Motions</p> <p>8.5.1. <i>M2024.08.28.01 Allocate up to \$1,000 for a peg board trolley and hooks.</i></p> <p>8.5.2. <i>M2024.08.28.02 Allocate up to \$400 for foot switches for IMSS students</i></p> <p>8.5.3. <i>M2024.08.28.03 Allocate up to \$400 for housing for wireless microphones</i></p> <p>8.5.4. <i>2024.08.28.04 Allocate up to \$600 for cabling (guitar and microphone leads).</i></p> <p>8.5.5. <i>M2024.08.28.05 Allocate up to \$1,000 for 2024 Sundowner Lighting</i></p>	<p>Kieran Looby</p>



- 8.5.6. M2024.08.28.06 Allocate up to \$500 for 2024 Sundowner - Sound Technician
- 8.5.7. M2024.08.28.07 Allocate up to \$1,000 for 2024 Sundowner – Food
- 8.5.8. M2024.08.28.08 Allocate up to \$750 for 2024 Sundowner – Drink
- 8.5.9. M2024.08.28.09 Allocate up to \$4,000 for 2025 sheet music
- 8.5.10. M2024.08.28.10 Allocate up to \$1,500 for Arts Day 2025 – Junkadelic
- 8.5.11. M2024.08.28.11 Allocate up to \$500 for Arts Day 2025 - Sound Technician
- 8.5.12. M2024.08.28.12 Allocate up to \$1,000 for 2025 Sundowner – Lighting
- 8.5.13. M2024.08.28.13 Allocate up to \$500 for 2025 Sundowner - Sound Technician
- 8.5.14. M2024.08.28.14 Allocate up to \$1,000 for 2025 Sundowner – Food
- 8.5.15. M2024.08.28.15 Allocate up to \$750 for 2025 Sundowner – Drink
- 8.5.16. M2024.08.28.16 Allocate up to \$2,000 for 2025 Piano Tuning
- 8.5.17. M2024.08.28.17 Allocate up to \$2,000 for 2025 Instrument & Amp Maintenance
- 8.5.18. M2024.08.28.18 Allocate up to \$2,500 for 2025 Music Workshops
- 8.5.19. M2024.08.28.19 Allocate up to \$3,000 for 2025 ATAR Music Accompaniment
- 8.5.20. M2024.08.28.20 Allocate up to \$2,000 2025 Photography MLSHS
- 8.5.21. M2024.08.28.21 Allocate up to \$1,500 2025 Concert Photography ABODA etc
- 8.5.22. M2024.08.28.22 Allocate up to \$500 2025 Term 3 Contemporary Concert – Sound Technician

All motions were read out and approved together by



<p>Moved: Ana Santos Seconded Tony Millar</p> <p><i>All motions were carried unanimously</i></p>	
<p>9. SVAPA Committee's Report</p> <p>Resolution: That the attached SVAPA Committee Report be adopted</p> <p>Additional Notes:</p> <p>9.1. Tony Millar raised the need to purchase a subscription to a digital meeting platform like Teams for use by Music and SVAPA. The current free options have time limits and are not adequate for committee engagement needs.</p> <p><u>Action</u> - Yvette to include this requirement in the document storage and email assessment that is being brought to the November 2024 meeting.</p> <p>9.2. SVAPA Committee Motions</p> <p>9.2.1. S2024.1.1.2 To fund Semester 2 Saturday Master Classes up to \$1500</p> <p><i>Moved: Ana Santos Seconded: Yvette Sholdas</i> <i>Motion carried unanimously</i></p>	<p>Tony Millar</p>
<p>10. GAT Committee's Report</p> <p>Resolution: That the attached GAT Committee Report be adopted</p> <p>Additional Notes:</p> <p>10.1. Bowling venue changed to Rosemount Bowls. Recommended keeping motions generic.</p> <p><u>Action</u> - convener to send minutes of the executive meeting to amend the motion in the tracking sheet.</p> <p>10.2. GAT Committee Motions</p> <p>10.2.1. G2024.08.28.1 Allocate \$ 290 to the international chemistry quiz</p> <p>10.2.2. G2024.08.28.2 Allocate \$900 to the end of year rewards Year 8</p> <p>10.2.3. G2024.08.28.3 Allocate \$1,000 for transport GAT Club term 4 excursion</p> <p>10.2.4. G2024.08.28.4 Allocate \$1,700 for the venue for Bowling</p> <p>10.2.5. G2024.08.28.5 Allocate \$700 for sausages, drinks and materials for Bunnings sausage sizzle. This motion was withdrawn.</p> <p><i>Moved: Yvette Sholdas Seconded: Kieran Looby</i> <i>Motion Carried unanimously</i></p>	<p>Sangeetha Durgan</p>



<p>11. Lawley Art Auction Committee’s Report</p> <p>Resolution: That the attached Lawley Art Auction Committee Report be adopted</p> <p>Additional Notes:</p> <p>11.1. LAA have resigning members, and will be looking for new members. Will advertise in the new year.</p> <p>11.2. LAA Committee Motions</p> <p>11.2.1. LAA2024.09.03.26 Financial Motion for payment of \$22 000 each to SVAPA Committee and Music Committee</p> <p>11.2.2. LAA2024.09.03.27 Financial Motion for LAA Committee to pay incidental costs incurred with updating LAA website and marketing material. Estimated expenditure for 2025 will be \$1693</p> <p><i>Moved: Mei-Ling Day Seconded Purdey Van der Reis</i> <i>All motions were carried unanimously</i></p>	<p>Monique Herbst</p>
<p>12. School Board Representatives Report</p> <p>Resolution: That the attached School Board representatives Report be adopted</p> <p>Additional Notes:</p> <p>12.1. Yvette Sholdas attended the board meeting in Mei-Ling Day’s absence</p> <p>12.2. Note that the actual audit of MLSHS was “very good” and almost excellent, rather than “good” as referenced in the tabled report.</p>	<p>Yvette Sholdas</p>
<p>13. Parent Engagement Committee’s Report</p> <p>Resolution: That the attached Parent Engagement Committee Report be adopted</p> <p>Additional Notes:</p> <p>13.1. no additional notes</p>	<p>Helen</p>
<p>14. General Business</p> <p>14.1. WACSSO conference report was covered in VP report</p> <p>14.2. It was agreed unanimously that the P&C purchase an annual subscription to Sign up Genius motion at a cost of \$269.89, as all subcommittees are using the platform, rather than pay separate subscriptions. This will enable retention of information and recording of volunteer time and other useful tools to support volunteer engagement.</p>	



<p>Action - Motion to be raised and tabled and approved at the November 2024 meeting.</p> <p>14.3. Audit findings are yet to be received for P & C to act on.</p> <p>Action - Malay to follow up findings of audit with the auditor.</p> <p>14.4. Yvette talked to her report regarding storage of documents. When considering storage of emails, and other subscription requirements like digital meetings, other platforms like Microsoft Teams are to be included in the comparison against key criteria, with cost comparisons. Lesley noted that zoom and teams are endorsed by the Education Department.</p> <p>Further details to be provided by subcommittees on document and platform requirements to enable a comprehensive assessment and comparison. Yvette to return with options and recommendation for discussion and decision at November 2024 committee meeting. A motion for subscription costs to be logged for any financial payments.</p> <p>14.5. Motions and Xero processes to be updated with new expense codes tabled by Malay. Malay provided a copy of the new codes to the subcommittee convenors, with instruction to commence coding new transactions in Xero using the new code list. Malay will commence updating 2024 transactions in line with a new code list in preparation for the 2024 audit. Sub-committees to liaise directly with Malay if unsure on best code to use, or if a new code is required to best categorise expenses and income.</p> <p>Action - Paul to amend procedures to incorporate the new expense and income codes tabled.</p> <p>14.6. Briefly discussed the remaining P&C funds available for 2024. There will be a significant amount available after accounting for remaining expenses for 2024, including the homework club invoices to come for 2023 and 2024.</p> <p>There will be approximately \$16k available after payment of remaining expenses for 2024 with an additional amount from voluntary contributions due from MLSHS later this year. Ideas to be brought up in the November meeting. Action - Paul and Malay to calculate the figures for committed funds, so the committee understands funds available for other initiatives this year.</p> <p>14.7. GAT has requested a square reader purchase for \$65. Account is currently held for LAA and SVAPA, The Music committee uses these when required. The square reader costs \$65, otherwise access can be through mobile phone. It is free to join and fees are a percentage of transactions. It is easier to reconcile if each subcommittee has their own account, linked to the relevant bank accounts.</p> <p><i>Motion G2024.09.08.1 Allocate \$65 for purchase square payment device</i></p> <p>Moved: Yvette Sholdas Seconded: Malay Parikh Motion carried unanimously</p>	
<p>15. Other Business</p> <p>15.1. No other business was raised.</p>	



16. Next Meeting The next General Meeting will be held on Monday 18 November 2024 In the Conference Room (upstairs) in the Main Administration Building at Mount Lawley Senior High school	
17. Meeting Closed: 7.05pm	

Agenda item 6.1

Principal's Report to P&C

We were delighted to host a number of VIP for the opening of the P building on Tuesday 3 September. We were expecting The Hon Roger Cook, Premier and The Hon Dr Tony Buti, Minister for Education plus several other dignitaries. On Friday we were informed that The Hon Anthony Albanese, Prime Minister and The Hon Jason Clare, federal Minister for Education would visit the school, tour the new building, meet students and make a major announcement. The Director General Lisa Rogers also attended. For security reasons we were not allowed to let anyone know they would be onsite. A number of state and security personnel did a pre visit and accompanied the dignitaries on the day along with a large media contingent. The PM and other dignitaries met the school captains, the prefects and chair of the board prior visiting the Robotics classroom and hosting a press conference in the school library. The visit was featured on the evening TV news. Stephen sent an email:

As chair of the MLSHS School Board I thank you both for your work in organising a seamless event of hosting the prime minister, premier, federal education minister, state minister and members of parliament for the opening of the new building and the signing of the funding agreement.

It is a privilege and honour to be chair of the MLSHS school board.

Could you please pass on my thanks to the School's Captains for their work on the day. They exemplified great maturity and leadership. Events like these are rare and are certainly are remembered by the students well beyond their school year

I will send another email to you to thank the staff and students for their support and contribution on the day. Well done MLSHS!

Last week we had the pleasure of meeting Mrs Norma Graves and her son who were visiting from Victoria. Norma was the Head Girl here in 1961. She has very fond memories of her time at MLSHS and was impressed with all the changes to the school that have been made in the last 63 years.

Last Wednesday our Year Korean Language students along with Mr Camilleri, Mr Jeong, Mrs Chapman and I were invited to take part in the official opening of the Saw Avenue Amphitheatre in Kings Park. Our students acted as ushers for the opening attended by the Premier, the Korean Ambassador to Australia and a number of other VIPS. The amphitheatre is a gift to the people of Perth from the Korean War memorial committee. As you know we have adopted the war memorial.

Last Saturday we celebrated the end of the musical festival and concert season. This term our music teachers and students have taken part in 9 evening concerts and 7 weekend festivals. This is a big commitment not only for the staff and students but also for the parents who have to travel to venues in Churchland and Canningvale.

The 2024 Honour Society Assembly saw 23 students inducted into the society making a total of 838 since the society began. The outstanding address this year was delivered by Dr Rosalind Taylor



who was inducted in 1999. Dr Taylor is head of the emergency department at Fiona Stanley Hospital.

END OF REPORT

Agenda Item 6.2

MLSHS P&C Treasurer's Report – Sept 2024 YTD

Summary

1. Bank Reconciliation Statement
2. Bank Statement(s)
3. Statement of Receipts and Payments
4. Balance Sheet
5. Profit and Loss Statement

General

Items of note:

- Auditors have completed our Accounts for 2022-2023.
- Auditors Fees \$522.50 paid on 8th July 2024
- Auditors Fees \$596.75 paid on 9^h Sep 2024

1. Bank Reconciliation Statement

See Attachment 1 – Bank Reconciliation Report

Notes

- There does not appear to be any suspicious or unusual bank activity in the General Committee account.



2. Bank Statements

See Attachment 2 – Bank Statement

- Funds held in the General Account as of 7th Sep 2024 YTD amount **\$22,987**

3. Statement of Receipts and Payments

See Attachment 3 – Statement of Receipts and Payments.

- As of 7th Sep 2024 YTD we have received (Receipts) \$25K In General Committee.
- As of 7th Sep 2024 YTD we have spent (Payments) \$79K from the General Committee to MLSH.

4. Balance Sheet (Comparison SEP 24 YTD & SEP 23 YTD)

See Attachment 4 – Balance Sheet as of 7th SEP 2024 YTD

5. Profit and Loss (Comparison SEP 24 YTD & SEP 23 YTD)

See Attachment 5 – Profit and Loss Statement for the period 7th Sep YTD.

Net

- All accounts 16K Net Profit Sep'24 YTD
- General account (16K) Loss Sep'24 YTD

6. Total Receipts and Payments

Receipt: \$121,573.83 YTD

Payment \$144,437.14 YTD



Bank Summary

Mount Lawley Senior High School P&C

For the period 1 January 2024 to 7 September 2024

Account	Bank Account Type	Status	Opening Balance	Cash Received	Cash Spent	Closing Balance
Art Auction	Bank	Active	3,251.36	84,832.72	37,231.08	50,853.00
GAT	Bank	Active	5,924.50	2,702.05	844.00	7,782.55
General	Bank	Active	77,419.39	24,764.76	79,196.89	22,987.26
Languages	Bank	Active	3,909.05	-	3,919.05	(10.00)
Music	Bank	Active	92,574.03	6,301.83	17,703.20	81,172.66
SVAPA	Bank	Active	26,160.69	2,972.27	5,542.92	23,590.04
Total			209,239.02	121,573.63	144,437.14	186,375.51



Dashboard view all accounts – 7th SEP 2024.

Xero:

General Commonwealth Bank

066-118-00900415

Reconciled Statement balance (Sep 5) 22,987.26

Date	Balance
Aug 11	22,987.26
Aug 18	22,987.26
Aug 25	22,987.26
Sep 1	22,987.26

Music Commonwealth Bank

066-118-10218602

[Why is this different?](#) Balance in Xero 81,172.66
Statement balance (Sep 5) 81,612.24

Date	Balance
Aug 11	81,612.24
Aug 18	81,612.24
Aug 25	81,612.24
Sep 1	81,612.24

SVAPA Commonwealth Bank

066-118-10137482

Reconcile 1 item Balance in Xero 23,590.04
Statement balance (Sep 5) 23,617.09

Date	Balance
Aug 11	23,617.09
Aug 18	23,617.09
Aug 25	23,617.09
Sep 1	23,617.09

Art Auction Commonwealth Bank

066-118-10370401

Reconciled Statement balance (Sep 5) 50,853.00

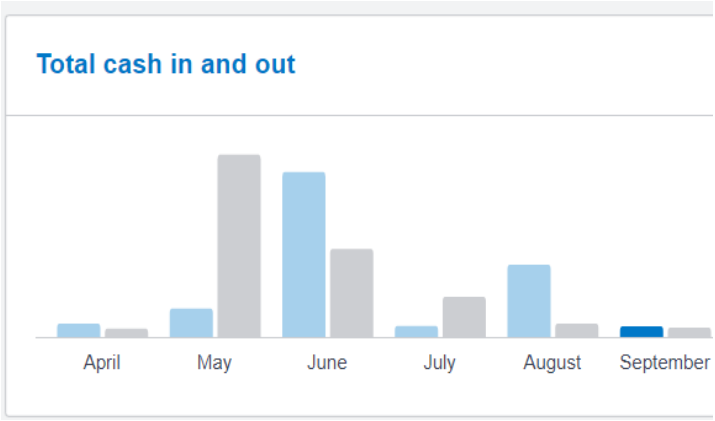
Date	Balance
Aug 11	50,853.00
Aug 18	50,853.00
Aug 25	50,853.00
Sep 1	50,853.00

GAT Commonwealth Bank

066-118-10404333

Reconcile 2 items Balance in Xero 7,782.55
Statement balance (Sep 5) 6,686.05

Date	Balance
Aug 11	6,686.05
Aug 18	6,686.05
Aug 25	6,686.05
Sep 1	7,782.55



**COMMBIZ BANK ACCOUNTS SUMMARY AS
 AT :
 7th Sep SEP'2024**

Art Auction Society Cheque Account 611810370401	Available balance +\$ 50,853.00
GAT Society Cheque Account 611810404333	Available balance +\$ 6,686.05
General Committee Cheque Account Bearing Interest 611800900415	Available balance +\$ 22,987.26
Language Business Transaction Account 611810264430	Available balance +\$ 0.00
Music Cheque Account Bearing Interest 611810218602	Available balance +\$ 81,612.24
SVAPA Society Cheque Account 611810137482	Available balance +\$ 23,617.09



Attachment 1 – Bank Reconciliation Report

Xero:



General Reconciliation Summary

[Reorder columns](#)

Mount Lawley Senior High School P&C
 As at 7 September 2024
 General

Date	Description	Reference	Amount
Totals Summary			
7 Sept 2024	Balance in Xero		22,987.26
	Plus outstanding payments		-
	Less outstanding receipts		-
	Plus unreconciled statement lines		-
7 Sept 2024	Statement balance (calculated)		22,987.26
5 Sept 2024	Imported statement balance		22,987.26
7 Sept 2024	Calculated balance out by		-
Balance in Xero			
7 Sept 2024			22,987.26
Statement Balances			
7 Sept 2024	Statement balance (calculated)		22,987.26
5 Sept 2024	Imported statement balance		22,987.26
7 Sept 2024	Calculated balance out by		-

Commbiz:

Account Name	Account Type	Account Number	Arrangement ID	Account Balance	Available Balance	View Statement
General Committee	Cheque Account Bearing Interest	611800900415		<u>\$22,987.26 CR</u>	\$22,987.26 CR	View



Attachment 2 – Bank Statement for General Account

Movements between 7th AUG'2024 TO & 7TH SEP 2024

Bank Statement								Reorder columns
Mount Lawley Senior High School P&C								
For the period 7 August 2024 to 7 September 2024								
General								
Date	Description	Date imported into Xero	Reference	Reconciled	Source	Amount	Balance	
Opening Balance								
7 Aug 2024						-	3,237.21	
Statement Lines								
7 Aug 2024	MOU01307082024 Mount Lawley Sen	7 Aug 2024	MIS	Yes	Bank Feed	19,837.55	23,074.76	
15 Aug 2024	TRANS FEES-0337193 COMMBIZ FEES	15 Aug 2024	D E 342	Yes	Bank Feed	(7.80)	23,066.96	
15 Aug 2024	TRANS FEES-0337193 (T) COMMBIZ FEES	15 Aug 2024	D E 342	Yes	Bank Feed	(21.18)	23,045.78	
27 Aug 2024	INV-7107 Mt Lawley SHS P&	27 Aug 2024	D E 315	Yes	Bank Feed	(52.50)	22,993.28	
27 Aug 2024	INV-7060 Mt Lawley SHS P&	27 Aug 2024	D E 315	Yes	Bank Feed	(52.50)	22,940.78	
1 Sept 2024	DEPOSIT INTEREST	1 Sept 2024	INT	Yes	Bank Feed	46.48	22,987.26	
Closing Balance								
7 Sept 2024						-	22,987.26	

As of 7TH SEP 2024.

Attachment 3 – Statement of Receipts and Payments for the General Committee as of 7th SEP 2024 YTD.

No. of transactions	30	15
Total debits		\$79,196.89
Total credits		\$24,764.76



Attachment 4 – Balance Sheet for all Committees

FINANCIAL COMPARISION: 8TH AUG 2024 YTD & 8TH AUG 2023 YTD.



Balance Sheet

Mount Lawley Senior High School P&C
 As at 7 September 2024

Account	7 Sept 2024	7 Sept 2023
Assets		
Bank		
Art Auction	50,853.00	5,261.36
GAT	7,782.55	5,384.15
General	23,045.78	72,352.17
Languages	0.00	3,909.05
Music	81,172.66	90,853.30
SVAPA	23,590.04	30,597.51
Total Bank	186,444.03	208,357.54
Total Assets	186,444.03	208,357.54
Liabilities		
Current Liabilities		
Accounts Payable	8,780.92	20,104.42
GST	(348.20)	(203.18)
Languages	10.00	0.00
Rounding	(0.18)	(0.18)
Total Current Liabilities	8,442.54	19,901.06
Total Liabilities	8,442.54	19,901.06
Net Assets	178,001.49	188,456.48
Equity		
Current Year Earnings	16,142.11	32,189.13
Retained Earnings	161,859.38	156,267.35
Total Equity	178,001.49	188,456.48



Attachment 5 – Profit and Loss Statements

1. All committees FINANCIAL COMPARISION: FINANCIAL COMPARISION: 7TH SEP 2024 YTD & 7th SEP 2023 YTD.

Profit and Loss

Mount Lawley Senior High School P&C

For the period 1 January 2024 to 7 September 2024

Account	1 Jan-7 Sept 2024	1 Jan-7 Sept 2023
Trading Income		
Donations	9,550.00	0.00
Interest Income	1,172.94	1,019.03
Memberships	(2,227.39)	24.00
Parent Contributions	24,965.55	24,469.00
Refunds/Creditors	0.00	3,315.00
Sales Fundraising Movie Night	0.00	1,327.60
Sales/ Fundraising Show Concert	955.00	8,107.25
Sales/Fundraising	79,743.95	30.00
Sales/fundraising Auction	0.00	65,862.30
Sales/Fundraising Lazer Blaze	0.00	2,192.55
Sales/fundraising Sponsorship	0.00	6,050.00
Sales/Fundraising Sundowner	0.00	1,102.79
Total Trading Income	114,160.05	113,499.52
Gross Profit	114,160.05	113,499.52

Operating Expenses		
Bank Fees	(127.66)	66.10
BAR SALES	0.00	421.05
Equipment	12,176.20	9,040.28
Fee - Xero	446.25	354.00
Fundraising	1,430.67	2,347.63
Insurance	0.00	275.00
LAA Artist Payment	31,324.60	0.00
Membership Fees	0.00	1,738.61
Other	0.00	635.44
Refunds/Returns	201.64	33,629.00
Reimbursement- Miscellaneous	19,202.55	(10.00)
Reimbursement:Auditions	0.00	500.00



Reimbursement:MSND Production	0.00	2,893.04
ReimbursementArt Exhibition	0.00	732.99
ReimbursementArt Workshop	0.00	8,957.84
ReimbursementCatering	0.00	1,396.50
ReimbursementPerth Festival	0.00	5,970.00
ReimbursementPhotography	0.00	3,500.00
ReimbursementSUPPLIES	0.00	59.40
RENTAL EXPENSES	0.00	1,496.00
Special Projects	10,509.50	4,058.35
Supplies	22,854.19	3,249.16
Total Operating Expenses	98,017.94	81,310.39
Net Profit	16,142.11	32,189.13

2. Profit and Loss 7th SEP 2024 YTD & 7TH SEP 2023 (General Account)



Profit and Loss

Mount Lawley Senior High School P&C

For the period 1 January 2024 to 7 September 2024

Committee is General.

⋮

1 Jan-7 Sept 2024

1 Jan-7 Sept 2023

	1 Jan-7 Sept 2024	1 Jan-7 Sept 2023
Trading Income		
Interest Income	942.68	904.91
Memberships	(2,284.39)	-
Parent Contributions	19,837.55	19,755.00
Total Trading Income	18,495.84	20,659.91
Gross Profit	18,495.84	20,659.91
Operating Expenses		
Bank Fees	46.76	48.60
Fee - Xero	446.25	354.00
Membership Fees	-	1,738.61
Reimbursement- Miscellaneous	17,210.00	-
ReimbursementPerth Festival	-	5,000.00
Supplies	17,218.27	-
Total Operating Expenses	34,921.28	7,141.21
Net Profit	(16,425.44)	13,518.70



END OF REPORT

Agenda Item 6.3

Presidents Report

1. Audit: still waiting for Patricia to sign audit form so the report can be completed as well as the invoice needs to be split into 2 which we are still waiting for the audit to do.
2. Yvette, Paul & Andrew have spent time finding suitable storage areas for documents which they will share.
3. I would like to thank all committees for the continued support you have all shown with the new processes so far. Paul will be providing full procedures for us all.



END OF REPORT

Agenda Item 6.4

2024 WACSSO Conference Theme – Innovate, Collaborate, Advocate

WACSSO – Western Australian Council of State School Organisations INC.

1. Introduction

- **Purpose of Attendance:** Briefly explain why you attended the conference (e.g., to represent the P&C and gather insights on education trends, challenges, and innovations).
- **Overview of the Conference:** Saturday 24th August and Sunday 25th of August, Crown.

2. Keynote Speakers and Presentations

- **Hon Dr. Tony Buti:**

- **Role:** Minister for Education, Aboriginal Affairs, Citizenship, and Multicultural Interests.

Key Points: Public consultation of the School Education Act 1999 is now open till 4 October 2024. “Need to strengthen work being done in a broad range of areas including participation, recognition, equity, rights and attitudes towards young people with disabilities and how best the Department of Education can support children with disability to thrive.”

- **AI pilot** to help tackle WA teacher workloads – pilot will start in 8 schools – AI will be used to reduce lesson planning time so teachers can spend more time in the classroom and less time doing admin.
 - **Possible changes to funding:** statement of intent to increase funding for all public schools in WA to 100% was signed in Jan, final document being discussed. Most disadvantaged schools to be fully funded first. Commonwealth to increase funding from 20% to 22.5% by 2026. WA Gov will contribute 77.5%.
- **Lisa Rodgers:**
 - **Role:** Director General, Department of Education.



- **Key Points:** She is finishing up with the DoE. WACSSO, acknowledges and thanks Lisa Rodgers for her incredible leadership over the past 5 years. Her legacy at the helm of the WA Education Department will be enduring and we wish her all the very best for her exciting role with the Australian Council for Education Research.
- WACSSO President, Pania Turner. “Her understanding and appreciation of the role of parents has been so important to and valued by us, and our affiliates. Lisa has genuine concern for the young people in our State and has been an outstanding leader of the Department. This leadership was tested during COVID and found to be unwavering – Lisa demonstrated how to navigate challenging situations by being empathetic, transparent and, crucially, by bringing people together. I know I speak for all affiliates when I say how much the public school network will miss her,” adds Pania.
- **Jacqueline McGowan-Jones:**
 - **Role:** Commissioner for Children and Young People.
 - **Key Points:** Commissioner is independent and reports to the Parliament of WA. Role as advocate for all children and young people aged less than 18 years of age in WA.
 - **Discussed the “Hear me Out” report** - Banksia Hill’s model of care – addresses juvenile detention in WA and hears children and young people in detention, voices of staff and of providers
 - **Profile of children and young people in WA**
approximately 644,468 children and young people live in WA and make up 22% of the state’s population.
 - An estimated 107,000 children and young people are living below the poverty line in WA. 11,744 children and young people were on public housing waiting list.
 - More than two-thirds of WA students are educated in government schools.
 - **Voting at 16** – voting age survey is now live

3. President’s report

- This year, WACSSO has actively engaged in several key consultations and inquiries:
 - Social Media and Australian Society
 - Commissioner for Children and Young People
 - WA: Response to Education Discussion Paper
 - Developing a Not-for-Profit Blueprint
 - Pathways to Post-School Success: Response to Discussion Paper
 - National Autism Strategy: Response to Discussion Paper
 - Submission to the Review to Inform a Better and Fairer Education System
 - WA Education and Health Standing Committee’s Inquiry into Support for Autistic Children and Young People in Schools
 - Senate Committee Inquiry: Assessment and Support Services for People with ADHD
- For the future, WACSSO is prioritising the following initiatives:
 - Digital literacy and AI
 - Mental health support



- Inclusive education practices
- Sustainable funding models

WACSSO represents 660 P&C Associations through WA.

State Councillors provide support to P&C in their electorate.

Mount Lawley SHS belongs Swan West.

State Councillors assisted affiliates with these issues:

- School Infrastructure
 - Planning and developments around school sites
 - Maintenance
 - Direct to market
 - School crossings
 - Parent Parking
 - Student numbers, over crowding
 - Road Congestion
 - Funding
 - External Pressures
 - Regional housing for teachers
 - Principal turnover
- P&C Constitution Support
- Canteens
- P&C Finances and Operations
 - Audits
 - Good financial governance
 - Grants and funding opportunities
 - Banking
 - Workplace Health and Safety
 - Insurance
 - Bank closures
- Sustainability
 - Containers for Change
 - Waste reduction
- Student Health and Wellbeing
 - Student support services in schools
 - Student behaviour, violence, and bullying
 - Out of School Hours Care (OSHC)
 - Breakfast programs
 - Traffic control around schools
 - Bathroom availability
- NAPLAN & OLNA
- Advocacy
 - School Bus Services
 - Sustainability
 - School crossings
 - Student Support Services



- Swimming lessons
- Vaping
- Camps and excursions
- School Principal Support
 - Working with P&Cs
 - Wish list expectations
 - Conflict and resolution
 - Closing P&Cs
- Information & Comms Technology (ICT)
 - Bring your own device
 - ChatGPT
- Equity in Education
 - Funding and resources
 - Accessibility to health professionals
 - Students with disability
 - Rural and remote schools
 - School bus services
 - In-Term swimming
 - VET
 - Career Guidance
 - School fees
 - Staff retention
 - Teacher/EA shortages
 - ATAR and alternative pathways
- Positive Committees & Relationships
 - Committee communication
 - Dispute resolution
 - Volunteer retention
 - Attracting new members
 - Filling Officer Bearer positions
 - Succession planning
 - Handover
 - Good governance
 - Training and resources
 - Social media
 - Meetings and quorums
 - Sub-committees
 - Engaging Indigenous families

Independent Audit on the Financial Report of WACSSO – approved by Armada Auditing

WACSSO agenda items voted:

- President's Report – carried
- Appointment of auditor – carried
- WACSSO policy section 1.5 amendment – carried
- WACSSO policy section 3 at the school – carried
- Transport of children – carried



- Advocating for an increase to student characteristic funding – carried as amended

4. Highlighted Keynote Presentations

- **A Double Shot of Happiness:**
 - **Presenters:** Tim and Judy Sharp.
 - **Content Overview:**
 - Story of Tim Sharp, a boy diagnosed with severe autism who became an internationally recognized artist and creator of Laser Beak Man.
 - The journey of overcoming challenges and achieving success.
 - **Key Takeaways:** Discuss the themes of persistence, resilience, and the power of art in education and personal development and how being diagnosed with Autism is not the end of the line when you can grow with someone that believes in you.
- **From ABC's to Algorithms: Artificial Intelligence and what it means for our Children:**
 - **Presenters:** Schellie-Jayne Price and Natasha Blycha.
 - **Content Overview:**
 - Explanation of AI, machine learning, and their impact on future generations. Algorithms and machine learning. Narrow AI vs Generative AI. Bias in IA – gender/minorities.
 - Ethics in AI – responsible machine problem
 - The opportunities and risks of AI for children. Keeping the heart at the centre of the conversation.
 - How parents can prepare children for an AI-driven future.
 - **Key Takeaways:** Emphasize the importance of understanding AI's role in education and how it could shape learning and future careers.
- **Road Safety – WA Police Force**
 - **Content Overview:** “Lollipop people” help children’s crossing in WA
 - **Key Takeaways:** crossing is not only in front of the school, zone types, ask police for support in planning traffic around school

5. Workshops

- **Impactful Advocacy: From Passion to Action:**
 - **Content Overview:**
 - Focus on transforming passion for education into actionable advocacy.
 - Advocacy Plan: Identify objective, research and communicate, measure, plan, action, evaluate.
 - Strategies for effective communication and engagement with stakeholders.



- **Key Takeaways:** Discuss the practical tips and strategies that can be applied within the P&C to advocate for school needs effectively.

- **Writing Successful Grant Applications**

- **Content Overview:** How to write and submit a grant. Be PREPARED. Prepare, research, eligibility, personal contact, application writing, re-read, extra support, deliver.
- **Key Takeaways:** getting prepared for the first application is where most of the hard work is, after that there is a lot of coping and pasting. In's and out's of the process of applying for grants

6. Networking and Resources

- **Connections Made:** List any significant contacts or organizations you connected with during the conference.
- **Resources Gathered:** Mention any valuable materials, guides, or tools that could benefit your school or P&C.

7. Conclusion

- **Overall Experience:** Provide a brief summary of your experience, including how the knowledge gained can be applied to your role in the P&C.
- **Actionable Steps:** Propose any specific actions or initiatives the P&C could consider based on what you learned.

Highlights for P&C discussion:

- Schools in other countries with similar programs
- Kiss and drive – contact with WA Police to work out impact of WAAPA building and future changes to traffic on kiss and drive
 - Bus sun/rain protections
 - Liaise with police to check Maylands bus stop
- Future WACSSO Conference participation ideas: Art competition, music students to perform, good news stories to be sent, students panellist
- P&C day events – fundraising
- Apps that can be used or not? – trybooking vs Eventbrite
- WWC check – changes – do we need them?
- Asked WACSSO for next year to have a table talk with other Senior High Schools
- Just Pizza Company – already serves Mount Lawley Canteen – P&C can use the account and ask for invoices to be sent to us
- Yamaha Music – funding for schools
- Lottery West – grants
- Other organisations that give grants
- Equity, diversity and inclusion – P&C can provide funding for kids that can't afford activities
- What are the main challenges that kids face @Mount Lawley SHS? How can we help them and the school



- Engage other specialist programs to belong to P&C – Aboriginal Excellence Program & Bush Ranger Cadets

Key takeaways from talking to other schools:

- Bob Hawke College; Rossmoyne Senior High School; John Curtin College Of The Arts; Churchlands Senior High School and a few Primary Schools
 - Goals of SHS and PS are vastly different
 - Most PS do fund raising and grants
 - Most SHS are mostly parent gathering
 - No other SHS that we talked to has so much work, committees, fund raising that we know of
 - John Curtis P&C don't fund school groups/activities atm
 - Churchlands – art exhibition, fun run – fund awards, incursions

Ana Santos – Co-Vice-President and WACSSO representative

END OF REPORT

Agenda Item 6.5

Secretary – Correspondence

No report



END OF REPORT

Agenda Item 6.6

MUSIC SUB-COMMITTEE - CASH BOOK, AVAILABLE FUNDS 05-September-2024

BANK
RECONCILIATION

Opening balance	09.08.2024	\$ 81,253.51
Add: Deposits		
	Concert Deposit	\$ 44.14
	Concert Deposit	\$ 10.00
	Concert Deposit	\$ 30.00
	Concert Deposit	\$ 30.00
	Concert Deposit	\$ 15.00
	Concert Deposit	\$ 870.00
	Credit Interest	\$ 0.65
Total Deposits		\$ 999.79
Less: Payments Made		
	MLSHS45240 #308 Music Sheets	\$ 641.06
Total Payments		\$ 641.06
Balance	26.08.2024	\$ 81,612.24
Bank balance as at	26.08.2024	\$ 81,612.24
Deduct: Payments in Progress		
		\$ -



Cash book Closing balance as at 26.08.2024 \$ 81,612.24

Less: Committed funds	# 297	B&W Canvasses 2023	\$ 1,500.00
	# 305	Sundowner 2023 Sound Engineer	\$ 600.00
	# 306	Sundowner 2023 Lighting	\$ 1,000.00
	# 308	Sheet Music 2024	\$ 2,228.13
	# 310	Adaptors USBC-USBA Keyboards & Laptops	\$ 150.00
	# 314	Peg Board + Pegs	\$ 200.00
	# 315	Instrument Maintenance 2024 (excl Piano Tuning. See	\$ 2,000.00
	# 316	3No. Keyboard Stands	\$ 300.00
	# 318	Piano Tuning 2024	\$ 2,000.00
	# 319	ATAR student accompaniment Y11 & Y12	\$ 1,920.00
	# 322	Music Artist Workshops	\$ 2,000.00
	# 323	Music Camp - Artist Workshops	\$ 1,500.00
	# 325	ATAR EoY Accompaniment	\$ 1,000.00
	M2024.07.31.01	Music Stand Rechargeable Lights	\$ 1,000.00
	M2024.07.31.02	Sound Engineer 13 2024 Contemporary Concert	\$ 500.00

\$ 17,896.13

<i>Not yet approved at Gen P&C</i>	M2024.08.28.01	Peg Board Trolley Pegs	\$ 1,000.00
	M2024.08.28.02	Foot Switches IMSS students	\$ 400.00
	M2024.08.28.03	Wireless microphone housings	\$ 400.00
	M2024.08.28.04	Cabling - guitars and microphones	\$ 600.00
	M2024.08.28.05	Sundowner 2024 - Lighting	\$ 1,000.00
	M2024.08.28.06	Sundowner 2024 - Sound Technician	\$ 500.00
	M2024.08.28.07	Sundowner 2024 - Food	\$ 1,000.00
	M2024.08.28.08	Sundowner 2024 - Drink	\$ 750.00
	M2024.08.28.09	Sheet Music 2025	\$ 4,000.00
	M2024.08.28.10	Arts Day 2025 - Junkadeic	\$ 1,500.00
	M2024.08.28.11	Arts Day 2025 - Sound Technician	\$ 500.00
	M2024.08.28.12	Sundowner 2025 - Lighting	\$ 1,000.00
	M2024.08.28.13	Sundowner 2025 - Sound Technician	\$ 500.00
	M2024.08.28.14	Sundowner 2025 - Food	\$ 1,000.00
	M2024.08.28.15	Sundowner 2025 - Drink	\$ 750.00
	M2024.08.28.16	Piano Tuning 2025	\$ 2,000.00
	M2024.08.28.17	Instrument & amp maintenance 2025	\$ 2,000.00
	M2024.08.28.18	Music Workshops 2025	\$ 2,500.00
	M2024.08.28.19	ATAR Music accompaniment 2025	\$ 3,000.00
	M2024.08.28.20	Photography MLSHS 2025	\$ 2,000.00
	M2024.08.28.21	Photography - External Concerts 2025	\$ 1,500.00
	M2024.08.28.22	Contemporary Concert 2025 - Sound Technician	\$ 500.00

Total Committed funds

26.08.2024

\$ 28,400.00

Available Funds

26.08.2024

\$ 35,314.11

Music Support Committee Report

- Most recent MSC meeting held on 28 August 2024.
- Music Concert Series at MLSHS completed. Well received.
- Xero is reconciled and up-to-date.

- Financial position as of 5 September 2024 –

○ Opening Balance	09/08/2024	\$ 81,253
○ Deposits		\$ 1,000
○ Payments		(\$ 1,641)
○ Closing Balance	05/09/2024	\$ 81,612
○ Payments in Progress		\$ 0
○ Committed Funds (approved)		(\$17,898)
○ Commitment requests M2024.08.28.(1-22)		<u>(\$28,400)</u>



- **Available Funds** 05/09/2024 **\$ 35,314**

- LAA 2024 funds and Concert Series TryBooking revenues yet to be received.

- MSC expenditure requests since last P&C meeting (included above in committed funds) –

<i>M2024.08.28.0</i>	<i>Peg Board Trolley Pegs</i>	<i>\$ 1,000</i>
1		
<i>M2024.08.28.0</i>	<i>Foot Switches IMSS students</i>	<i>\$ 400</i>
2		
<i>M2024.08.28.0</i>	<i>Wireless microphone housings</i>	<i>\$ 400</i>
3		
<i>M2024.08.28.0</i>	<i>Cabling - guitars and microphones</i>	<i>\$ 600</i>
4		
<i>M2024.08.28.0</i>	<i>Sundowner 2024 - Lighting</i>	<i>\$ 1,000</i>
5		
<i>M2024.08.28.0</i>	<i>Sundowner 2024 - Sound Technician</i>	<i>\$ 500</i>
6		
<i>M2024.08.28.0</i>	<i>Sundowner 2024 - Food</i>	<i>\$ 1,000</i>
7		
<i>M2024.08.28.0</i>	<i>Sundowner 2024 - Drink</i>	<i>\$ 750</i>
8		
<i>M2024.08.28.0</i>	<i>Sheet Music 2025</i>	<i>\$ 4,000</i>
9		
<i>M2024.08.28.1</i>	<i>Arts Day 2025 -Junkadelic</i>	<i>\$ 1,500</i>
0		
<i>M2024.08.28.1</i>	<i>Arts Day 2025 - Sound Technician</i>	<i>\$ 500</i>
1		
<i>M2024.08.28.1</i>	<i>Sundowner 2025 - Lighting</i>	<i>\$ 1,000</i>
2		
<i>M2024.08.28.1</i>	<i>Sundowner 2025 - Sound Technician</i>	<i>\$ 500</i>
3		
<i>M2024.08.28.1</i>	<i>Sundowner 2025 - Food</i>	<i>\$ 1,000</i>
4		
<i>M2024.08.28.1</i>	<i>Sundowner 2025 - Drink</i>	<i>\$ 750</i>
5		
<i>M2024.08.28.1</i>	<i>Piano Tuning 2025</i>	<i>\$ 2,000</i>
6		
<i>M2024.08.28.1</i>	<i>Instrument & amp maintenance 2025</i>	<i>\$ 2,000</i>
7		
<i>M2024.08.28.1</i>	<i>Music Workshops 2025</i>	<i>\$ 2,500</i>
8		
<i>M2024.08.28.1</i>	<i>ATAR Music accompaniment 2025</i>	<i>\$ 3,000</i>
9		
<i>M2024.08.28.2</i>	<i>Photography MLSHS 2025</i>	<i>\$ 2,000</i>
0		
<i>M2024.08.28.2</i>	<i>Photography - External Concerts 2025</i>	<i>\$ 1,500</i>
1		
<i>M2024.08.28.2</i>	<i>Contemporary Concert 2025 - Sound Technician</i>	<i><u>\$ 500</u></i>
2		



\$ 28,400

- Motions closed – #314. Balance of \$200 released to uncommitted funds.
 - Draft Business Case for purchase of grand piano(s) has been prepared, communicated and discussed by MSC. Additional inputs and queries from members have been requested and the document will be finalised in advance of the next MSC meeting.
- If voted on and approved by MSC the motion will be put to the General P&C in November 2024.
- Next MSC meeting will take place on Wednesday 23 October 2024 at 5:30pm.

END OF REPORT

Agenda Item 6.7

SVAPA Report



Treasurers Report Summary

Bank Balance -	\$23,563.02
Funds Committed -	\$9323.78
Available Funds -	\$14,291.50

General Updates

- SVAPA workshop on 14th September - cross curriculum focus, music and media crossover, drama and sport crossover and media and drama crossover.
- Year 7 and 8 SVAPA camp to Point Walter is coming up from October 27th to 29th
- Parents of successful students for year 7, 2025 have now been notified, with welcome night coming up on October 23rd at 7pm.
- SVAPA Parent Support meetings will move from Wednesday evenings to Thursday evenings from November
- Request for P&C to purchase Teams license for use by Music and SVAPA PSG for online meetings

Motions

Motion S.2024.08.28.02 to fund up to \$1500 for media publications by Alex Pond incl. reviewing branding. Raised by Eleanor Peters and seconded by Moya Thomas. Motion passed.



Next meeting Term 4, Week 1, Wednesday the 23rd October 2024 in green room at earlier time of 5.30pm, before SVAPA Welcome Night for New Parents at 7.00pm.

END OF REPORT

Agenda Item 6.8

GAT Committee Report

- Most recent GAT meeting held on 28th August 2024.
- Laser Tag fundraising activity term 3 was successful. +/-70 tickets sold (more than last year), around \$1.300 raised.
- Term 4 fundraising will be probably bowling and golf at Holey Moley. Date 8th November. There is still an outstanding organizational issue. If this cannot be resolved plan B for the fundraising activity in term 4 will be a Sausage sizzle at Bunnings.
- Funding requests received from GAT teachers. All funding requests are approved (refer to motions).
- Request for approval P&C for obtaining square EFTPOS payment system by GAT committee.
- Next GAT meeting will take place on 23rd October 2024.

- Motions:
 - Motion G2024.08.28.1 Allocate \$290 to the international chemistry quiz Motion G2024.08.28.2 Allocate \$900 to the end of year rewards Year 8 Motion G2024.08.28.3 Allocate \$1,000 for transport GAT Club 4 excursion
 - Motion G2024.08.28.4 Allocate \$1,700 for venue bowling Holey Moley (fundraising activity term 4)



Motion G2024.08.28.5 Allocate \$700 for sausages, drinks and materials for Bunnings sausage sizzle (plan B fundraising activity term 4)

- Financial position as of 3rd September 2024:
 - Opening Balance 7 August 2024 \$5,084.50
 - Transactions \$1,598.05
 - Closing Balance 3 September 2024 \$6,682.55

Transactions:

○ Laser Blaze Ticket sales	\$ 2,106.00
○ Sausage Sizzle, Lollies & Drink Sales	\$ 592.05
○ Venue Laser Blaze	\$ -1,100.00
	<u>\$ 1,598.05</u>

END OF REPORT

Agenda Item 6.9



LAA Report

- Meeting was held on Tuesday 3rd September to motion a payment of \$22 000 each to SVAPA and Music Committees.
- We are currently working on updating websites, artist and sponsorship information so that we are ready to go next year.
- At this stage, the key roles which will need to be filled for 2025 are:
 - Events Coordinator
 - Publicity



- Volunteer Coordinator

Each resigning member will be asked to prepare a full handover file to pass on to the next Coordinator. We will speak to parents at the Music and SVAPA information nights coming up in October and seek parents for shadow roles.

There may need to be some P&C involvement in order to get the Meet and Greet of new parents organised in February 2025 as well as the first meeting/committee nominations and election.

Suggested dates are as follows:

Meet and Greet/Information session: Tuesday 11th February Meeting

1/Election of 2024 committee: Tuesday 18th February

Meetings will be every fortnight thereafter until Term two when meetings become weekly.

Monique Herbst and Louise Aston
LAA Convenors

END OF REPORT

Agenda Item 6.10

School Board Report

Update from School Board Meeting Monday 9th September 2024

- ~Chaplain Andrew Paul shared about the chaplaincy and the importance of the role in supporting the social, emotional and spiritual needs of the school community. He is a finalist for second year in the WA Governor's Chaplaincy awards – Community Connection Award 2024.
- ~Attached is a summary presented to the board sharing about Andrew's contribution.
- ~Andrew shared that usually girls are more likely to talk, boys are more challenging, yet will talk more to female staff, and people they have build relationships with.
- ~Andrew plays a role in other crisis situations and supporting the Pastoral Critical Incident Response (PCIR) evaluation and has been involved at Highgate Primary, Eastern Hills and Morley High School supporting and working with children services and other community groups.
- ~The board noted Chaplain's briefing, along with the Finance, Principal, Student representative and P & C reports. No staff representative report presented.
- ~The board was given an update on several engagements including—



1. The exciting and unexpected visit of Prime Minister, Anthony Albanese and the Hon Jason Clare at the opening of the new P building on Tuesday, 3 September. They were joined by other dignitaries Premier Roger Cook, WA's Education Minister, Dr Tony Buti, along with the Director General Lisa Rogers and Professor Stephen Winn. The PM and other dignitaries met the school captains, prefects and chair of the board, prior to visiting the Robotics classroom and hosting a press conference in the school library with some 60+ media representatives in attendance. It was a successful event, with great media coverage.
 2. The visit from Mrs Norma Graves, former head girl 1961 and first editor of the school yearbook, and her son, visit from Victoria; and
 3. The attendance of Ms Street, Mr Camilleri, Mr Jeong, Mrs Chapman and the Korean Language Students at the official opening of the Saw Avenue Amphitheatre in Kings Park. The Korean language students acted as ushers at the event attended by the Premier and Korean Ambassador to Australia., along with several other VIPs. The Premier specifically mentioned MLSHS and students.
- ~The Principal commended the Music teachers, parents and students, who have taken part in 9 evening concerns and 7 weekend festivals. This is a big commitment for student and staff, and the parents who had to travel to venues in Churchlands and Canningvale.
- ~The board received a summary of the NAPLAN results. In each area we rated higher than like schools and results are generally better than expected. The school was engaged to share how they achieved this and a positive story was shared in the West Australian (article attached).
- ~It was noted that the MLSHS audit came out as a rating of "good", one point off "excellent", due to one set of minutes, that had not accurately that has now been rectified.
- ~The board have agreed to 6 meetings in 2025, removing the September meeting. ~The next School board meeting is scheduled for Monday 11th November 2024.

END OF REPORT

Agenda Item 6.11

PEC Report

No meeting, however ongoing email communication between group members report:

- **Coffee Club** - Stephen Raphael and Kate Field attended Coffee Club for Week 7, with a small group of parents in attendance. Feedback was sought regarding the content for the Year 7 Orientation booklet, with the overall response a complimentary one due to the comprehensive nature of the booklet. Minor suggestions regarding placement of aspects of the uniform pages have been passed on to Anne Tumak for consideration.



- **Facebook pages** - Sophie Bolton and the team continue to post regularly on the PEC Facebook group sending out weekly school updates and well-being updates. Many thanks to Sophie and others who continue to ensure this runs smoothly.
- **World Teacher's Day morning tea** - Arrangements are now underway for the morning tea celebrating World Teachers Day on Friday 25th October – Helen Goldsmith will be in attendance amongst other parent helpers.
- **Year 6 Orientation Morning Tea** - Parent Tiffany Elt has once again taken on the management of the Year 6 Orientation which is currently set for Thursday 5th December. Thank you to Tiffany for making herself available to ensure things run smoothly on the day.
- **Second-hand Uniform suggestion** - A suggestion was made by some parents at the Coffee Club who are still connected to feeder Primary Schools: if possible, to have some second-hand uniform racks moved nearer to the orientation morning tea to allow time-poor parents to easily access items at the same time. Kate and Steve to discuss the possibility with Andrew Paul (Chaplain who runs second hand uniform shop).

END OF REPORT

Other Business

Document Storage Platform Analysis for the MLSHS P & C Committee and Sub-committees



1. Criteria for Evaluation

The committee seeks a document storage platform that:

- Is free or low-cost.
- Provides high-level security.
- Allows different permission levels (access control).
- Supports collaboration and simultaneous editing.
- Is easy to use.
- Is scalable.
- Can handle frequent changes in committee members.
- Associated tools such as calendars, email, spreadsheets, and presentations to enhance workflow.

2. Platform Comparisons

Google Drive

- **Cost:** Free plan with 15 GB of storage, paid upgrades starting at \$2.99/month for 100 GB.
- **Security:** Offers data encryption at rest and in transit, and is GDPR-compliant.
- **Permissions:** Provides granular control over document permissions (view, edit, comment), supporting role-based access for files and folders.
- **Collaboration:** Multiple users can collaborate on documents simultaneously with real-time editing and track changes. Version history is maintained.
- **Ease of Use:** User-friendly interface with seamless integration into the Google ecosystem.
- **Scalability:** Highly scalable, with affordable plans for extra storage.
- **Management of Member Changes:** Easy to update permissions and share documents with new members.

Associated Tools:

- **Google Docs:** For creating and editing text documents.
- **Google Sheets:** For spreadsheet creation and collaboration.
- **Google Slides:** For creating presentations.
- **Google Forms:** Useful for surveys or data collection.
- **Gmail:** Integrated email platform for communication.
- **Google Calendar:** Shared calendars for managing committee events and schedules.
- **Google Meet:** For video conferencing and remote collaboration.

Google Drive's integrated ecosystem of tools (Docs, Sheets, Slides) allows for seamless transitions between creating documents, spreadsheets, and presentations, making it an ideal solution for teams that need more than just storage.

Xero

- **Cost:** Starting at \$29/month (no free tier for general use, focused on financial management).
- **Security:** Offers two-factor authentication and encryption, meeting financial compliance standards.



- **Permissions:** Permissions are focused on financial data sharing and are less flexible for general document management.
- **Collaboration:** Limited to financial data collaboration, not designed for real-time document editing or collaboration.
- **Ease of Use:** Complex for non-financial users, not ideal for general document storage.
- **Scalability:** Scalable for financial management, but not suitable for document storage beyond finance-related files.
- **Management of Member Changes:** Changing permissions is possible but not streamlined for non-financial roles.

Associated Tools:

- **Accounting Tools:** Xero includes tools for invoicing, payroll, and reporting.
- **Xero Expenses:** For tracking and managing expenses.
- **Xero Projects:** For tracking time and costs on tasks.

Xero is not a comprehensive document storage solution. It does not have integrated tools for document creation, calendars, or communication. Its primary strength lies in financial management.

Dropbox

- **Cost:** 2 GB of free storage, with paid plans starting at \$11.99/month for 2 TB.
- **Security:** Dropbox uses two-factor authentication and encryption to secure data.
- **Permissions:** Supports granular permission control (view, edit, share) for both folders and individual files.
- **Collaboration:** Supports collaboration and editing through integrations with Google Workspace and Microsoft Office, though native collaboration tools are less robust.
- **Ease of Use:** Easy to use, integrates with a variety of third-party tools.
- **Scalability:** Easily scalable with extensive storage options.
- **Management of Member Changes:** Changing access permissions is easy and flexible.

Associated Tools:

- **Dropbox Paper:** A collaborative document editor for notes and project management.
- **Integration with Google Docs, Sheets, and Slides:** Allows use of Google's tools within Dropbox for document creation and editing.
- **Integration with Microsoft Office:** Direct editing of Word, Excel, and PowerPoint files.
- **No native email or calendar:** Dropbox relies on third-party integrations for these functions.

Dropbox excels in file storage and third-party tool integration, offering flexibility in document creation. However, it does not have an in-house suite of email, calendar, or video conferencing tools.

Proton Drive

- **Cost:** Free plan with 1 GB storage, paid plans start at €3.99/month for 200 GB.
- **Security:** Proton Drive is built with privacy and security in mind, offering end-to-end encryption and strong privacy protections, hosted under Swiss law.



- **Permissions:** Basic permissions are available for file and folder sharing, but not as flexible as Google or Dropbox for role-based access.
- **Collaboration:** Proton Drive does not offer robust real-time collaboration or editing tools.
- **Ease of Use:** Easy to use, but lacks integration with third-party apps for document creation and editing.
- **Scalability:** Scalable in terms of storage, but not designed for team-based collaboration or large document-sharing needs.
- **Management of Member Changes:** Permissions management is available but lacks the ease of use found in Google or Dropbox.

Associated Tools:

- **ProtonMail:** Secure, encrypted email service.
- **Proton Calendar:** Encrypted calendar service.
- **No native document, spreadsheet, or presentation tools:** Proton Drive is primarily focused on secure file storage and sharing. It lacks integrated tools for creating or editing documents.

Proton Drive's focus on security and privacy is its key strength. However, the lack of collaboration and document editing tools makes it less suitable for a committee needing real-time collaboration.

3. Recommendation

Best Overall Platform: Google Drive

Google Drive remains the best recommendation for the P & C committee and its sub-committees because it provides:

- A robust suite of integrated tools (Docs, Sheets, Slides, Calendar, Gmail).
- The ability to collaborate in real-time with multiple users.
- A free plan with sufficient storage for basic needs and affordable scalability.
- Easy management of permissions and membership changes.

The seamless integration with Google Workspace tools makes it ideal for handling committee documents, creating presentations, managing spreadsheets, scheduling with Google Calendar, and communicating via Gmail.

Alternative: Dropbox

For more robust storage and third-party integrations, **Dropbox** is a strong alternative. It integrates with both Google Workspace and Microsoft Office, making it a good choice if members prefer using both platforms. However, it lacks in-house email, calendar, or presentation tools.

Proton Drive is ideal if privacy is the top priority, but it lacks some of the collaborative tools like real-time editing and document creation.

Xero is not recommended for document storage or collaboration outside of financial management tasks.



4. Next Steps

- Recommendation on central email for executive roles - bring to the meeting on the 16th Sept further information.
- Document management protocols - require clarity on the documents requiring management, document stocktake being undertaken
- Stocktake and outcome of document management review to be presented at November meeting

END OF REPORT