

MOUNT LAWLEY SENIOR HIGH SCHOOL (MLSHS)
School Board Meeting
Warren Daniels Conference Room, MLSHS
MINUTES
Monday, 19 March 2012 at 6:30pm

| | ITEM | ACTION POINTS | PERSON RESPONSIBLE |
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| 1 | Meeting opened: 6:35pm | | |
| 2 | Attendance: Geoff Clayton (departed 8:20pm), Milton Butcher, Carl Pekin, Don Rowe, Glenn Scott, Ian Johnston, Prof. Trevor Cullen (departed 8:25pm), Andy Outten, Jenny Fay, John Cloake, Georgia Burmester, Dennis Bates (Observer), Allison Foster (Observer), Sue Faranda (Minutes Secretary). | | |
| 3 | Apologies: Michael Sutherland, MLA and Teleah Wilcox. | | |
| 4 | Minutes of Previous Meeting: The minutes of the meeting held on 20 February 2012 were tabled and accepted as a true record. Moved: Glenn Scott. Seconded: Ian Johnston. CARRIED. | | |
| 5 | Update on action points from previous minutes: <ul style="list-style-type: none"> • Sponsorship: No change. • Centre for Asian Languages: No change. • Music Building Upgrade: No change. | | |
| 6 | <p>Annual General Meeting:</p> <ul style="list-style-type: none"> • Members of the general community: Motion to nominate Glenn Scott and Don Rowe as members of the general community. Moved: Jenny Fay. Seconded: Carl Pekin. CARRIED. • Composition of the Board The current Terms of Reference states that membership of the Board is to be no less than 11 and no more than 15 and that the number of members of the Board shall be determined at the Annual General Meeting. Currently, there are 3 parents, 4 members of the general community, 3 staff of the school, including, the Principal and 2 students. • Office Bearers: Glenn Scott self nominated for Chair. Self nomination withdrawn. Ian Johnston nominated Don Rowe for Chair. Seconded: Andy Outten. Carl Pekin self nominated for Chair. Seconded: Jenny Fay. Carl Pekin was elected Chair. Don Rowe nominated Milton Butcher for Secretary. Seconded: Jenny Fay. CARRIED. • President's Report: Geoff thanked those people who contributed to the following 2011 achievements: <ul style="list-style-type: none"> - IPS status. - Terms of Reference and School Business Plan. - Specialist Jazz Music program. - 1:1 notebook program. - Follow the Dream and Aboriginal Excellence programs. Council was thanked for its support of: <ul style="list-style-type: none"> - Tours and camps. - Strengthening of the GATE club. | | |

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| | <p>– Voluntary approved requests and associated programs. 2011 School Council/Board members were commended for their support of the school.</p> <p>Motion to thank formally Geoff for his valiant work as Chair of School Council/Board. Moved: Milton Butcher. Seconded: John Cloake. CARRIED.</p> <p>Motion to thank formally retiring members of the School Council/Board. Moved: Milton Butcher. Seconded: Geoff Clayton. CARRIED.</p> | Milton to write a letter of thanks to retiring members on behalf of the Board. | Milton Butcher |
| 7 | <p>School Budget, 2012: The 2012 School Budget was tabled and discussed. This budget had been approved by the Finance Committee. Predictions included:</p> <ul style="list-style-type: none"> • Total contingencies - approx. \$3m. • One line salary budget - approx. \$452,000. • Available funds for general school management/administration - approx. \$2.1m. <p>Motion to endorse the 2012 School Budget. Moved: Don Rowe. Seconded: Glenn Scott. CARRIED.</p> | | |
| 8 | <p>Delivery and Performance Agreement: Programs inserted into the Agreement included:</p> <ul style="list-style-type: none"> • The Outreach program for Follow the Dream. • Gifted and Talented program. • Specialist Visual and Performing Arts program. • Specialist Jazz Music program. <p>Motion to empower Carl Pekin to sign the Delivery and Performance Agreement on behalf of the School Board. Moved: Milton Butcher. Seconded: Andy Outten. CARRIED.</p> | | Carl Pekin Milton Butcher |
| 9 | <p>Direction of the School - School Business Plan Changes included:</p> <ul style="list-style-type: none"> • Page 13 Priority two - focuses on improving teaching to enable learning. • Page 12 Priority one - focuses on better academic achievement. • Previous wording suggestions have been enacted. • Page 7 Our Objectives - aligns the School Business Plan to the Director General's Classroom First Strategy. <p>The Board agreed to the School Business Plan, in principle, subject to minor revisions following circulation. Final approval to be given at the next meeting.</p> | <p>Milton to send Statement of Purpose to Glenn for suggested amendments.</p> <p>Glenn to amend and forward to Milton for Board comment.</p> | Milton Butcher Glenn Scott Board Members |
| 10 | <p>Workforce Plan This was discussed.</p> <p>The Board noted the Workforce Plan and acknowledged that this document would be updated annually. Moved: Don Rowe. Seconded: John Cloake. CARRIED</p> | | |
| 11 | <p>Annual School Report, 2011: The Annual School Report was tabled. The school is required to upload this document, to the Department of Education's website, by the end of Term 1.</p> | | |

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| | <p>The Board accepted the proposed format of the 2011 Annual School Report. It was understood that if the document required amendment it would be brought down from the website and re-uploaded following the next School Board meeting.</p> <p>Moved: Ian Johnston. Seconded: Don Rowe. CARRIED</p> | | |
| 12 | <p>Finance Committee and Level 3 Panels - Board Representative:</p> <p>The Board was asked if it wished to exercise its right to have a representative on the Finance Committee.</p> <p>Andy Outten nominated Ian Johnston as the School Board Representative on the Finance Committee.</p> <p>Seconded: Glenn Scott. CARRIED</p> <p>Glenn and Carl are representing the Board on Level 3 panels.</p> | | |
| 13 | <p>IPS Evaluation:</p> <p>The IPS Evaluation is scheduled for Wednesday, 28 March 2012. Available timeslots are as follows:</p> <ul style="list-style-type: none"> • Parents - 9:00am to 10:00am and 2:00pm to 3:00pm. • Deputy Principals - 10:00am to 11:00am. • Staff - filling in times. • School Board members and others - 3:00pm to 7:00pm or by telephone. | | |
| 14 | <p>Review of Terms of Reference:</p> <p>The Board was asked to consider items 5.1, 5.9, 6.4 and 6.5 of the Terms of Reference.</p> <ul style="list-style-type: none"> • Item 5.1 restricts the number of members of the general community on the board. The only option being a “co-opt member” with the limiting factor of no voting rights. • Item 5.9 does not state how the student will be selected. • Item 6.4 follows the Regulations but requires further clarification to make voting practicable. • Item 6.5 is difficult to monitor. <p>Motion to place “Review Terms of Reference items 5.1, 5.9, 6.4 and 6.5” on the next School Board meeting agenda.</p> <p>Moved: Don Rowe. Seconded: Glenn Scott. CARRIED.</p> | Carl Pekin to note item for agenda. | Carl Pekin Milton Butcher |
| 15 | <p>School Policies - Board overview:</p> <p>The current school policy for students that do not abide by the school dress code is for sanctions to be invoked. Suspensions and exclusions can not be used.</p> <p>Under the Regulations, if a parent chooses to “opt out” in writing and the Principal agrees, then the student does not have to abide by the dress code.</p> <p>Milton suggested the uniform policy to be raised at a future meeting and guidance to be provided by the School Board.</p> <p>Motion for the School Board to endorse the continuation of invoking suspensions of 6-10 days for serious matters eg violence, illegal drug use and substance abuse.</p> <p>Moved: Don Rowe. Seconded: Glenn Scott. CARRIED.</p> | <p>Milton to bring the uniform policy in line with the Regulations.</p> <p>Carl to note for future agenda.</p> | <p>Milton Butcher</p> <p>Carl Pekin</p> |

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| 16 | <p>Financial Reporting: Voluntary Contributions and Charges Collection rates for the Calendar Year 2012 report was tabled.</p> <ul style="list-style-type: none"> • Voluntary Contributions (Years 8-10) - 81% • Approved Charges (Years 11-12) - 90% • This was a good result that helped support programs. <p>Motion for the Board to support the Finance Committee's decision to approve the purchase of a one year subscription to Enhanced Learning Educational Services (ELES) Online Study Skills Handbook Site from the School's Literacy fund. Moved: John Cloake. Seconded: Jenny Fay. CARRIED.</p> | | |
| 17 | <p>Student Representative Report: No report.</p> | | |
| 18 | <p>Principal's Report: No further items.</p> | | |
| 19 | <p>Staff Report: <i>Ian Johnston</i></p> <ul style="list-style-type: none"> • Recent events: Music/Languages Soiree and Year 10 BBQ. Scheduling to be reviewed. • Photo day occurred last week. • Interschool swimming carnival: MLSHS won 'B' division. • Year 11s currently on river cruise. • Year 12 Outdoor Education skindiving camp at Rottnest Island on Tuesday, 20 March 2012. • Upcoming assemblies: ANZAC Day and Ex POW services. • Year 11s and 12s continue to request subject changes. • Semester one exams imminent. • Interim Report Parent Night scheduled for Thursday, 29 March 2011. Interviews to be booked online. • Steve Milton continuing to work with senior staff on academic review and plans. <p>Andy Outten</p> <ul style="list-style-type: none"> • Year 12 School Ball was successful. Students and guests commended for their behaviour. | | |
| 20 | <p>P&C Report:</p> <ul style="list-style-type: none"> • A listing of 2012 Committee members was tabled. • Suzie Barnes stepped down as President. • Ron Pearce the new President. | | |
| 21 | <p>General Business: Access to School Board Minutes</p> <ul style="list-style-type: none"> • Approved School Board Minutes are published on the P&C website. <p>Open meetings</p> <ul style="list-style-type: none"> • Dennis thanked the Board for the opportunity to observe the business of the School Board. | | |
| 22 | <p>Next Meeting: Monday, 21 May 2012 at 6:30pm.</p> | <p>Agenda items to Carl Pekin or Milton Butcher</p> | <p>Board Members</p> |
| 23 | <p>Meeting Closed: At 8:50pm, Carl declared the meeting closed.</p> | | |