



# Mount Lawley Senior High School Parents & Citizens Association, Inc

65 Woodsome Street, Mount Lawley, WA, 6050 - Ph (08) 9471 0300 Fax (08) 9271 1126

Web Site: [www.mlshspc.org.au](http://www.mlshspc.org.au)

## MINUTES OF GENERAL MEETING

Held on Monday, 31 March 2014 at 7.15pm

In the Warren Daniel Conference room of the Main Administration building

### 1. ATTENDANCE

Fiona Miotta, Niall Kilcullen, Lea Fairfoul – Hutcheon, Jo Furness, Sonja Davidson, Michael Camalleri, Christian Long (CentreCare), Neil Hudson, Suzie Barnes, Lety Ognenis, Ron Pearce, Catherine Lee

### 2. APOLOGIES

Caroline Nelson, Tony Reed

### 3. MINUTES OF THE PREVIOUS MEETING

Accepted. Moved : Niall Kilcullen Seconded : Suzie Barnes Carried

### 4. MATTERS ARISING FROM THE MINUTES

#### 4.1 New Diaries

**Motion:** P&C have approved funding up to \$16,000 for the diaries for 2015  
Moved : Lety Ognenis Seconded : Jo Furness Carried

#### 4.2 Achievement Centre

**Motion:** P&C have approved funding up to \$10,000.  
Moved : Jo Furness Seconded : Niall Kilcullen Carried

#### 4.3 Morning Tea for staff

**Motion:** Ref. P&C Treasury report – Motion 11

### 5. REPORTS

#### 5.1. President's Report

- All Sub- Committee are requested to provide a hard copy of the support Committee at next P&C meeting as the P&C needs to endorse the members for 2014.
- Ron participated in the IPS Review. It was a very informative meeting
- Thank you to Jo Furness who has done an exceptional job by preparing an audit of accounts

#### 5.2. Principal's Report

- As per attached

#### 5.3. P&C Treasury's Report

- All treasurer reports have been completed by Jo Furness from 1/1/14 rather than from the date of the last report as would normally be done. The music sub-committee report was completed by Sue Faranda (Music treasurer), who has done an exceptional job at maintaining the music accounts.
- The SVAPA report is incomplete as SVAPA have a \$300 petty cash float and supply of SVAPA t-shirts, which have not been mentioned on previous reports. Both of these items are currently being prepared for the next SVAPA meeting.
- The Language committee hasn't been audited for 2013 and needs to provide information to finalise audit for 2012
- **Motion 1:** To appointment Emma Gough as the auditor of the P&C accounts for 2013 & 2014  
Moved: Suzie Seconded: Michael Carried





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### 6. P&C STANDING COMMITTEES

#### 6.1. Music Support Committee

- The Music Soiree went well, attendance was poor
- The new administration support is doing a great job, particularly around SIM instruments and list attendance.
- The committee has agreed to fund master-classes with an accompanist and the purchase of electric guitar, amps and a baggage trolley.
- The committee has agreed to fund a teacher for 7 students. The funding will cover 30 weeks of lessons.
- Upcoming events: Busy bee for classes in late March, lunch concerts at WAAPA, dates to be confirmed

#### 6.2. Languages Committee

- The secretary position hasn't been allocated. It will be a rolling position for each meeting.
- The Languages soiree held Friday 7<sup>th</sup> March was successful.
- Languages Week: parents are requested to assist with activities
- The Language Committee is wondering if some of the money raised at Art Auction could be attributed to the Language Committee
- The committee has discussed fundraising options

#### 6.3. SVAPA Committee

- SVAPA PSG are going to run a cup cake decorating stall.
- Music & SVAPA parent committees are funding Junkadelic workshop for year 8's. Music committee have agreed to fund the bands that are playing on the day.
- SVAPA PSG group supports many valuable & enriching activities for all SVAPA students, 2013 spending included PIAF performance for 8,9 &10's, Early Morning Enrichment classes for 8, 9's, Artist mentors for year 10 SVAPA project, Saturday morning workshop, Awesome festival, Arts day.

#### 6.4. Lawley Art Auction

- The Lawley Art Auction **Saturday 14 June 2014**
- 11<sup>th</sup> year of Art Auction, a total of 928 artworks have been offered for sale with 701 being sold. The total value of the sales is \$390,000. This has pumped over \$166,000 into Music and Arts.
- Thanks to the whole school community for their support.
- The website upgrade is completed: [LawleyEvents.com.au](http://LawleyEvents.com.au). Artists are able to submit their entry form on line. Any queries, please contact Sonya Davidson on [chair@lawleyevents.com](mailto:chair@lawleyevents.com)
- Lawley Art Auction committee is encouraging all music and SVAPA families to subscribe to the web site and to volunteer.
- The committee is very interested in knowing the most efficient way to communicate with parents and wish to embrace digital media as much as possible to communicate to the broader community.
- A link to the school website on the Lawley Art Auction page has been included and the committee has requested that the school create a link to Lawley Art Auction from their website.

#### 6.5. Finance Committee

- **Motion:** Funding requested to purchase Netball tops and Velcro position bibs for interschool sport teams in the Middle School and Senior School.

Moved : Suzie Barnes

Seconded : Jo Furness

Carried

#### 6.6. Health Committee

- RAC Bstreetsmart 9<sup>th</sup> April 2014
- Next Health Committee meeting 1<sup>st</sup> April 2014, 8.00am



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### 6.7. School Board Report

- The meeting was the AGM and the appointment of various members to the Board was confirmed. Jenny Fay was again elected Chair. Rachel McGirr and James Watson are the elected parent representatives
- The Board noted that the IPS review had commenced and will continue this week. A small group of Board members and a small group of parents will meet with reviewers on Thursday.
- The board noted the school budget and various financial reports year to date.
- The students reported that the start of the year had gone well. The year 11 students were finding the early finish Wednesdays helpful and many were taking advantage of the library and easier access to teachers.
- The staff noted that there were many upcoming events. They also noted senior school exams will be in weeks 4 & 5 of term 2.
- The staff and executive are currently reviewing the results of the recent parent/teacher interviews and discussion is being undertaken to refine the evening. The Board approved the suspension of the timetable on Thursday 3<sup>rd</sup> July for the full day parent/teacher interview.
- Discussion was held regarding the laptop computer roll-out for 2014 & 2015. A draft "Parent Funded Notebook Student Use Policy" was tabled. The Board is aware of the urgency of rolling out the laptops for 2014.
- The Board approved the appointment of a 0.5 FTE IT Support Assistant using funds from the Technology & Enterprise budget. This will assist in the rollout of laptop computers to the current Year 10 students.
- The School Business Plan and the Target Achievements for 2014 were presented. A major target for the school and DOE is attendance, in particular unexplained absences. The absentee officer has requested that parents respond to all texts and letters regarding absences.

### 6.8. Uniform Committee

- The Uniform Committee will meet with Nell Gray

## 7. GENERAL BUSINESS

### 7.1. Parents Talks - "Being a Teenager"

Neil Hudson (Student Support MLSHS) & Christian Long (Centrecare)

- Centrecare is offering workshops for the year 8's for the whole year during community time. The workshops are presented by two psychologists. Centrecare found very beneficial to offer in parallel workshops session to parents of year 8's.
- P&C support year 8's parents meeting but can be extend to other parents if the numbers are not sufficient. The meeting will be organised on evening sessions. P&C to confirm date. Suzie Barnes & Lety Ognenis have volunteers to coordinate with CentreCare for the organisation of those evening sessions.

**Motion:** P&C have agreed to fund the parents evening session organised by CentreCare

Moved: Suzie Barnes

Seconded: Lety Ognenis

Carried

### 7.2. Keys for life Programme

- Lea will forward the Programme to the Student Services – Neil Hudson

### 7.3. Female Toilet

- Issue regarding closure of Female toilet. Michael to follow up



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### 8. ELECTION OF OFFICE BEARERS AND OTHER REPRESENTATIVES

#### 8.1. President

Ron Pearce Self Nominated  
Seconded Tony Reed  
Elected unopposed

#### 8.2. Vice President

Jo Furness Self Nominated  
Seconded Caroline Nelson  
Elected unopposed

#### 8.3. P&C Secretary

To be nominated

#### 8.4. Treasury

Jo Furness Self Nominated  
Seconded Lety  
Elected unopposed

#### 8.5. Auditor

John Pryor nominated Emma up to \$1,000, John Pryor to contact Emma

#### 8.6. Minute Secretary

Catherine Lee Self Nominated  
Seconded Jo Furness  
Elected unopposed

#### 8.7. P&C Committee

Caroline Nelson	Self Nominated	Seconded: Ron Pearce
Suzie Barnes	Self Nominated	Seconded: Ron Pearce
Sue Faranda	Nominated : Jo Furness	Seconded: Niall Kilcullen

#### 8.8. Delegate to School Finance Committee

To be nominated

The delegate of this committee is to report back, along with the principal, to the P&C on issues arising out of the Finance Committee. The delegate is also likely to be involved in the writing of fundraising letters to send to parents.

#### 8.9. Delegate to the School Board

Jo Furness Self Nominated  
Seconded Lety Ognenis  
Elected unopposed

#### 8.10. Delegate to the WACCSO Conference

To be nominated

2 delegates to attend the annual conference usually held mid-year. 9<sup>th</sup> & 10<sup>th</sup> of August 2014

#### 8.11. Uniform Shop Co-ordinator

Nicole Sjardin Self Nominated  
Seconded Ron Pearce  
Elected unopposed

#### 8.12. Web Site Co-ordinator

John Pryor Self Nominated  
Seconded Niall Kicullen  
Elected unopposed



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### **8.13. Contributor to Lawley Update**

Lawley Art Auction will contribute to Lawley update. Michael to confirm dead line to send update

### **8.14. Current Signatories to P&C**

Suzie Barnes, Ron Pearce, Jo Furness

### **8.15. Endorsement of Members of the Music Support Committee for 2014**

Convenor: Tony Reed

Secretary: David Rose

Treasurer:

### **8.16. Endorsement of Members of the SVAPA Support Committee for 2014**

Convenor: Jason Dallman

Secretary: Karene Walton

Treasurer: Carole Watson

### **8.17. Endorsement of Members of the Languages Support Committee for 2014**

Convenor: Niall Kilcullen

Secretary: Rolling position

Treasurer: Jocelyn Edmonds

Teacher's representative: Grace Costa

P&C Representative : Niall Kilcullen

Committee: Karen De Lore, Wayne Houlton, Yaolan Liem, AngelanTaylor

### **8.18. Endorsement of Members of the Lawley Art Auction Committee for 2014**

Convenor: Sonja Davidson

### **8.19. Sport Co-ordinator**

Removed

## **9. CORRESPONDENCE**

### **9.1. Mail - In**

Nil

### **9.2. Mail - Out**

Nil

## **10. DATE OF NEXT MEETING – Monday, 26<sup>th</sup> of May at 7:00pm**

**Meeting closed: 9:00pm**

**Mount Lawley Senior High School**  
**P & C Meeting: Principal's Report 31 March 2014**

<p><b>Successes</b></p>	<ul style="list-style-type: none"> <li>▪ School ball</li> <li>▪ MicroBlitz launch</li> <li>▪ Interim reporting night</li> <li>▪ Parent meetings</li> <li>▪ House and interschool swimming carnivals</li> <li>▪ Outdoor Ed camp</li> <li>▪ Planning for Art Auction</li> <li>▪ Soirées</li> <li>▪ Year 8 and 10 parent barbecues</li> <li>▪ 20 Japanese students who arrived last week and left on Sunday</li> </ul>
<p><b>Aboriginal Education</b></p>	<p>FTD: successful applicant is Bridgid Lafferty. Congratulations and welcome to her.</p> <p>The AEP students presented on 10 March to a small group including Col Page. Students acquitted themselves very well.</p>
<p><b>Attendance</b></p>	<p>Continues to be a focus. The Department has now created a K code for when students are absent on a family vacation.</p>
<p><b>Building under construction</b></p>	<p>The Music rooms were handed over last week. They look fabulous. The transformation is remarkable and should realise two great flexible spaces for teaching/learning and practice. In addition, some flexible furniture has been sourced to allow better usage of the rooms.</p> <p>Pyramid Construction (the builders) have been busily preparing the groundworks and foundations for the laying of the slabs. To this date two of the three slabs have been laid with the third expected in two weeks' time after some walls and backfilling have occurred. Slightly behind schedule due to unforeseen and unmapped groundworks, infrastructure complications (water, communication hubs etc), which required re-routing. Once the third slab has been laid, progress should become more visible. The builders and architect have also trialled the types of brickwork to be utilised in the building to determine correct colour and with correct mortar joints. This becomes the standard to which the bricklayers will be held to in the construction phase. It also allows for any change to mortar colours to be made prior to the commencement of the build.</p>
<p><b>Buildings and grounds</b></p>	<p>The air conditioning was installed on Friday into Dee Kaf. Now the roof work needs to be completed, repair to the ceiling and blocking off the ducts. Painting is underway currently. It is anticipated that the job will be completed ready for the commencement of Term 2.</p> <p>There continues to be water leaks around the school. These will be reported as they become apparent.</p> <p>We met with ECU reps recently as part of our lease agreement. It was a</p>

	<p>fruitful meeting with some issues and concerns aired regarding dual use of the gym, cleaning, parking.</p> <p>University's traffic staff have installed the ECU parking signage in Learoyd Street in preparation for ECU taking over management of parking. Temporary drop off signs have been positioned for the school drop off area, signs designating it being for MLSHS students are being organised.</p> <p>The Proclamation which will enable ECU to manage the parking using ECU'S By-Laws is being drafted and anticipated to be gazetted in approximately 2 months.</p> <p>We experienced some vandalism a couple of weekends ago: tagging; damage to one of the demountables and the toilet door kicked in with graffiti inside the toilet. I was on site and was able to report it; have security visit and request for some of the clean up immediately. Further removal of graffiti occurred the following day.</p>
<b>Current enrolment</b>	1302
<b>Finances</b>	The finance committee in week 7 and approved the draft budget. The School Board endorsed it last week. It is now full steam ahead. We will be sending out reminder letters for C & C before the end of term.
<b>IPS review</b>	First meeting was last Monday. Many thanks to Jenny Fay as the Board Chair and rep and to Ron Pearce the P & C President and rep. Thank you also in advance to those parents who are P & C members who have agreed to meet with the reviewers on Thursday.
<b>IT</b>	<p>The IT committee has met many times and will be meeting weekly (Tuesdays) until we have resolved the major issues which we are currently experiencing.</p> <p>The committee is working through a timeline for implementation of significant improvements to the provisions of IT in our school including the rollout of a Parent Funded Model. The draft booklet was presented to the Board last Monday as well as the letter that we hope to send out to parents.</p>
<b>Middle School</b>	<ul style="list-style-type: none"> <li>• Year 6/7: we have had one parent focus group meeting and followed this up with presentations at ECU last week on Wednesday and Thursday nights. These were well received.</li> <li>• Very successful river cruise.</li> <li>• Student preparation for NAPLAN has increased with after school classes on offer.</li> </ul>
<b>Network</b>	We attended a meeting last Tuesday. We continue to work closely with our local intake area primary schools and spent considerable time discussing their upcoming conference at the beginning of Semester 2 which will be held on our site.



<b>OLNA</b>	The first round of OLNA tests is over. Thank you to Karen Mortlock, Steve Raphael and Belinda Derby especially who worked to ensure that the first round was completed successfully.
<b>Staffing</b>	<ul style="list-style-type: none"> <li>• Some changes in staffing: Peter Stotzer has announced that he will be retiring at the beginning of Term 2. We will need to advertise his position. Terry Mitchelmore has left us for SCSA and Kylie Burke has stepped up to take his position. Adelheid Stelter and Geoff Clayton have taken on her role of Community Leader.</li> <li>• Some new staff: Rachel Amonini who is replacing Terry in terms of teaching load.</li> <li>• The school officer process has concluded and a pool of applicants created.</li> <li>• Positions of cleaner and cleaner in charge: the panel is still to meet.</li> <li>• We still have to advertise the position of English HOLA and Year 7 teachers.</li> <li>• Greg Baker, an HPE teacher attached to our school, has announced that he will be retiring also.</li> <li>• We have been advised that our school nurse's time will be reduced one day per fortnight as of next term.</li> </ul>
<b>Year 7</b>	The marketing for this continues to gain momentum. We plan to be visiting primary schools next term to capitalise on our parent nights. There will also be another meeting of the parent focus group next term to provide valuable feedback on our progress in meeting expectations.
	Thank you for your ongoing support of our school.

Lea Fairfoul-Hutcheon  
PRINCIPAL  
31 March, 2014