



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

MINUTES OF GENERAL MEETING

Held on Monday, 22nd of August 2016 at 7.00pm

In the Warren Daniel Conference room of the Main Administration building

1. ATTENDANCE

Jo Furness, Mark Westera, Caroline Nelson, Catherine Lee, Milton Butcher, Patricia Kritas, Sharon Cockroft, John Pryor, Robyn Kluver, Michelle Deiley

2. APOLOGIES

Sue Faranda, Suzie Barnes, Felicity Moldritch, Sonja Davidson, Caroline Sandell, Belinda Derby, Randall Wells,

3. MINUTES OF THE PREVIOUS MEETING

Motion: To accept the minutes of the previous meeting as a true and accurate record
Minutes of General meeting 23.05.16.

Moved: Sharon Cockroft Seconded: Patricia Kritas Carried unanimously

Minutes of General meeting 27.06.16.

Moved: Caroline Nelson Seconded: Mark Westera Carried unanimously

4. MATTERS ARISING FROM THE MINUTES

4.1. Update on shade structure

Discussed under General Business

5. REPORTS

5.1. Principal's Report

The Principal gave a verbal report on the following:

- There have been several thefts of student property and several reported drug deals within the school. This is unacceptable and whilst staff have information on potential suspects, proof has not been established. Police have assisted. Parents are asked to assist in terms of ensuring attractive items are not brought to school and property is secured. The school cannot accept liability for lost or stolen property. The school is going to be a safe school and staff are working to deal with these matters.
- The school recently had a number of Japanese and Chinese student visitors.
- The school hosted the Honorary Korean Consular General who enjoyed the opportunity to look at the Korean studies being undertaken in the school. She also spoke about her duties as a Diplomat.
- Planning is underway for 2017 subject selections. The school is looking to introduce a measure of choice within the Year 9 timetable.
- OLN is progressing. The school has around 100 students undertaking this. Twelve of these are Year 12 students who are high priority. It is anticipated that some of these will not pass. Extensive support measures are in place, however, not all students participate.
- The Honours assembly was held last month and all enjoyed the orchestra.
- Four members of the Year 10 Academic Class won the Town of Vincent History Prize for local history.
- At the end of Term 2 the school held Languages Week, which was very successful. Thanks to the Parent Language Support Group for their valuable assistance.
- The Korean festival, "Ride the Wave" took place the day before.
- The school hosted Ms Eleni Evangel, MLA, Member for Perth.
- Former student, Alice Ingrey competed in the Rio Olympics as part of the Archery Team. Another former student, Shannon Berry, is appearing in the Offspring television series.



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5.2. Treasurer's Report

- The accounts of the P&C committee and sub-committees are all in good shape.
Motion: To accept the General Committee & Sub-Committees cash book, bank reconciliation and available funds as a true record of the current financial position of the P&C.

Moved: Michelle Deiley Seconded: Caroline Nelson Carried unanimously

6. P&C STANDING COMMITTEES

6.1. Music Sub-Committee Report

- No report

6.2. Language Sub-Committee Report

- Two representatives from the LSC attended the Year 6 GAT induction day, to promote awareness of the group and answer any queries from parents.
- Andrew Paul (Chaplain) has asked the LSC to support the Christmas Carols evening, being held Friday 2nd December. The group is considering various options, including the sale of cultural foods. It may be possible to have students sing a carol, first verse in English followed by a verse in each of the other languages studied, finishing in English.
- The LSC discussed ways to increase the languages profile and promote languages, including additional fund raising ideas.
- The LSC is considering providing a \$100/\$200 language scholarship to show support to Year 10 students continuing their language studies into Year 11/12. Various options are being considered i.e. top student, most improved student

6.3. SVAPA Sub-Committee Report

- Fundraiser Theatre Night *Girl in the Wood* was held on Friday 19th August.
- A Workshop was held on 20th August & sandwiches were provided for all Year 7,8, and 9 SVAPA students, approx. 90 students plus 4 artists and 2 teachers.
- Artist in residency for first term 2017: an application has been written up to the value of \$7,000. Hope to put out to tender by the end of August.
- Youth Culture Grant Propel Arts: a great program for Year 7,9 & 10 SVAPA students. Students will write the application.
- Decadence* show tickets, 35 tickets available for students who will be selected from all years. Show to be held on 16th September
- Teachers and parents have been working on the nomination application to recognize Dr Dale Irving as an educational leader in the school, gathering testaments from current and past students, data over the 15 years of students' achievements and creating a historical document for the application. Submitted Friday 5th August. Milton Butcher supported the application and gave some suggestions and great advice. Finalists will be notified in early September.
- The committee felt there was great value in this process, not only to nominate Dr Irving for outstanding work, but also to allow collection of information and creating a document of how the program started and was built.

6.4. Lawley Art Auction Report

- LAA Committee would like to thank staff of the Music and SVAPA Departments and all volunteers/ parents for their continued support.
- LAA Committee would like to acknowledge Milton Butcher, Jo Furness, and the parents from previous LAA Committees, who are more than happy to generously contribute their time to ensure the LAA continues to be such a prestigious event.
- LAA Treasurer and the Convenor will attend the Music Sub Committee meeting & SVAPA Sub Committee meeting to present a \$13,000 cheque to each Committee.



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6.5. Finance Committee Report

- School Financial reports were tabled, discussed and passed by the committee.
- The committee then discussed and considered 11 funding requests for the school:
 1. Request for \$16K to fund various initiatives to improve links with the feeder primary school was approved.
 2. \$3,450 was approved to fund a Korean Language and Culture initiative to feeder primary schools.
 3. Request for new signs for the front car park for deliveries and student drop off for \$3,050 was approved.
 4. Painting of community 3 & 4 for \$11,105 was approved.
 5. \$1,250 to commission the writing of another section of the literacy booklet for the bike and literacy program was approved and will be submitted to the Board for endorsement.
 6. Purchase of 5 wobble chairs was approved for \$63. These chairs are intended to help students with attention difficulties.
 7. Purchase of second hand school uniforms for \$985 was approved. This is to assist with exchange students.
 8. Microwave for languages and media for \$75 was approved.
 9. Audiovisual equipment for the staff and conference room was approved for \$25,000. This equipment will present the school in a more professional manner and ensure that everyone attending meetings in this room will be able to better see and hear the presentation.
 10. A budget adjustment for \$30K was approved to cover Apple software expenses.
 11. A request for an interactive TV was deferred pending quotes being provided.

6.6. Health Committee Report

- Breakfast Program: This started 3 weeks ago. Recently started promotion in notices. Numbers increasing, up to 10 students a day. Hoping that numbers presenting to nurse feeling sick and having not eaten will decrease.
- Chill Out: Overall a successful event. Survey produced 100 responses. 62% students enjoyed the afternoon and only 0.8% didn't. Comments support that more activities are needed along with larger group activities so that there is not so much waiting around.
- Student wellbeing committee events;
 - Wear it Purple Day 26th August - supporting acceptance of all.
 - Fresh Faced Friday 2nd September - promoting positive self-esteem and body image.
 - RUOK Day 8th September – supporting the importance of talking about mental health.
- Mental Health Week: Act Belong Commit are sponsors of Mental Health Week 10th -14th October. Hopefully wellbeing mentors will be launched (a program in planning with Wellbeing Committee). LDAG will join us on Wednesday 12th October Lunch 1 for Middle School and Senior School to promote an anti-alcohol message, especially in relation to mental health issues.
- Health Expo: Terms have been too busy, so the committee will look at a date earlier in the year for 2017 and possibly have a committee dedicated to this event.
- Bike Helmets: The committee will promote the wearing of helmets. Suzie Barnes to find posters, resources and place in notices/Lawley Update. Reward students who are seen doing the right thing.
- Funding payments from LDAG got a little mixed up at school and some providers from the Expo have been paid twice. This is being looked into by finance staff. LDAG staff would like to meet with our Finance Officer to outline how everything works.
- CAFÉ : According to the Dept of Education Healthy Food and Drink Procedures, our Café should not sell any "red" products. The School's Healthy Food Policy states that the Health Committee will provide bi-annual inspections of the cafe in regards to healthy food (Traffic

Light System compliance). This has not been completed in 2015 or 2016. The health committee requested that the school arrange for this inspection.



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6.7. School Board Report

- The Board noted the various financial reports and School Budget for 2016 presented by the Principal. Approved \$1250 expenditure from the Literacy & Numeracy fund for completion of a Literacy booklet for the Bike Program.
- The Chair reported that she made contact with another school's Board and hoped that informal discussions would lead to an invitation to attend their Board meeting to review their processes and procedures.
- The Principal, students and staff presented their reports outlining the many activities and achievements throughout the school.
- The Board was informed that the school now has a new App for use with iPhone and Androids. The new App has much better capabilities than previously and can be downloaded from the App Store.
- The Board was presented with the Aboriginal Cultural Standard Framework from the Department of Education. The principal explained that the school has initiated a self-assessment and would shortly be undergoing some Professional Development around this topic.
- The Principal presented a paper on options for Parent/Teacher evenings. After discussion, the Board's preference was for Option 3. This paper is to be presented to various stakeholders for input.
- The Principal reported to the Board on the Delivery and Performance Agreement and the School Process of Self-Assessment.

7. GENERAL BUSINESS

7.1. School diaries for 2017

Caroline Nelson presented different options from various suppliers for the school diaries i.e. A5 format versus current format, diaries without a wellbeing section. The P&C Committee unanimously agreed to opt for an A5 format, basic diary with online wellbeing section

Motion: P&C Committee to fund up to \$14,000.00 for the 2017 school diaries in an A5 format with online wellbeing section.

Moved: Michelle Deiley

Seconded: Sharon Cockroft

Carried unanimously

7.2. Request for funding for additional shade structure

West Coast Shade has confirmed the additional shade structure should be installed with new steel posts. After discussion, the P&C Committee has unanimously agreed not to fund an additional shade structure, but would like to investigate the option to plant new trees & install new benches in locations to be confirmed.

Motion: P&C Committee has agreed not to fund an additional shade structure.

Moved: Michelle Deiley

Seconded: Caroline Nelson

Carried unanimously

7.3. Request for CCTV

A request was received to fund the installation of CCTV in the corridor in the PE area to prevent vandalism and theft. The school will look at different options for CCTV and report back at the next meeting.

7.4. Email addresses

John Pryor is currently updating the email system i.e. parents will be able to select which email list they wish to be included on; and each Sub-Committee will be able to collect the list of email addresses for their data system and to send out information specific to their Sub-Committee. Milton Butcher will confirm if the languages list can be extracted from the main data list.

7.5. Parent/Teacher evenings

The Principal presented a paper on options for Parent/Teacher evenings. It was generally felt that Option 3 was the preferred option ie a full day of 10 minute Parent/Teacher meetings in Term 1 with 5 minute evening Parent/Teacher meetings in Term 2 or 3.



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8. CORRESPONDENCE

- Mail – In: Bank statements, invoices
- Mail – Out: Letter to year 12 Hospitality Students to thank them for their exceptional catering skills at the recent VIP Breakfast

DATE OF NEXT MEETING – Monday, 24th of October at 7:00pm

Meeting closed: 8:50pm