

**Mount Lawley Senior High School (MLSHS)**

**School Council**

**MINUTES**

**Monday 14 December 2009**

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
1	<b>Meeting opened:</b> 7:43pm		
2	<b>Introduction and Welcome</b> The Chair welcomed members to the last meeting for the year.		
3	<b>Attendance</b> Catherine Smith, Milton Butcher, Neil Hudson, Ron Pearce, Don Rowe, Yvonne Scott, Kevin Pilkington, Olivia Burmester, Gemma Esvelt, Anne Griffiths, Glen Innis and Vicki Nash (Minutes Secretary).		
4	<b>Apologies</b> John Cloake, Maddie Lovelle, Jo Furness, Therese Walloppillai and Holly Richards		
5	<b>Minutes of Previous Meeting</b> The Minutes of the previous meeting held on 16 November 2009 were tabled and accepted as a true record. <b>Moved</b> by Neil Hudson. <b>Seconded</b> by Don Rowe.		
6	<b>Update on Action Points from Previous Meetings</b> ▪ <b>Sponsorship</b> No change.		
7	▪ <b>Healthy Active Australia Grant</b> Milton advised that this project was the recipient of a Healthy Active Lifestyle award at Government House.		
8	▪ <b>Centre for Asian Languages</b> Don to continue his work.		
9	▪ <b>Scholarships and School promotion – Numbers for Year 8, 2010</b> Milton Butcher advised that these have been awarded and will be presented on 15 February 2010. Recipients of scholarships have been advised.		
10	<b>Discussion Items</b> ▪ <b>Parent Voluntary Requests</b> Milton provided an update. He advised that with ICT, there has been no change – \$3000 carry over for whiteboard suites. With Literacy & Numeracy, the Reading Plus program's actual cost is \$18,000 so the carry over is \$12,500. Council recommended that the remaining funds be committed to remedial teaching.		
11	▪ <b>Year 10 Working Party Update</b> Glen Innis reported that the working party went to Ballajura to look at its models to help with the transition between Yr 9 and Yr 10, and also what Ballajura does with Yr 10s. Further discussion ensued regarding transition. Catherine thanked Glen for his contribution as Chair of the working party, and added that Council will be sorry to see him go. Neil Hudson said that		

ITEM	ACTION POINTS	PERSON RESPONSIBLE
<p>Ballajura has an alternative program for up to 90 children which, unfortunately, MLSHS does not have. This has been going for a number of years and is well developed. This is worth considering. Neil added that Ballajura still has the same issues as MLSHS (eg attendance, school uniform, etc).</p>		
<p>12      ■ <b>Staffing Profile for 2010</b></p> <p>Milton tabled the document <i>Update to School Council on Additional Salary Burden from Mount Lawley SHS Resources</i> and gave a verbal report. He reported that the Network Manager was under-costed, so there is a slight increase of the 2010 expected figure. Milton explained that, for 2010, there is a significant increase for a school nurse and given the fact the substitute nurse funding fact the Chaplain's time will be dropped from 5 days per week to 4, he recommended MLSHS substitute nurse funding for the Chaplain.</p> <p>Milton continued to explain the document's contents. He would like to introduce a school PR officer to work on the MLSHS Alumni and general PR. He advised that Suzie Barnes will combine that job with two days per week in the Healthy Active Coordinator position and three days per week on PR next year in first term. How much to be derived from the parents' income will be evaluated for the remainder of the year.</p> <p>Glen said the Middle School formula works with Team Leaders in the community that supports them and he believes it is in MLSHS's interest to find the \$18,000 to fund a fourth team leader. Milton thinks MLSHS needs to give the Yr 8 model a go to see if it does the job and wait and see how it goes before committing funds.</p> <p>Glen asked about School Officer levels and Yvonne Scott explained that what is funded by the Department is dropping 0.6 FTE next year. Anne Griffiths asked about fee paying student numbers and Milton replied that there is expected to be a slight increase next year. Yvonne explained the situation with School Officers in response to Glen's query. The school cannot operate on the formulae. Glen suggested inviting Bev or the Level 3 Team Leaders to present their views on the Middle School model, and Catherine agreed to Glen's proposition. Catherine asked that the Minutes reflect that Council has discussed the paper and agreed to the model.</p> <p><b>RECOMMENDATION</b></p> <p>Council to review the Year 8 model at the end of first term next year and keep this issue as an on-going agenda item.</p> <p><b>RECOMMENDATION</b></p> <p>Council recommended the staffing model in the tabled paper be endorsed.</p>		

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
13	<p>▪ <b>Sponsorship Requests</b></p> <p>Milton tabled two documents: <i>Risk Analysis – Sponsorship Agreement Mount Lawley SHS and The Institute of Chartered Accountants</i> and <i>Risk Analysis – Sponsorship Agreement Mount Lawley SHS and Mr Michael Sutherland, MLA</i>. With regard to the first document, Milton advised that it has been a pretty successful outcome for accounting, and has worked well for the last two years. Mr Sutherland wishes to fund a scholarship in the Humanities.</p> <p><b>RECOMMENDATION</b> Council to accept The Institute of Chartered Accountants' offer.</p> <p><b>RECOMMENDATION</b> That Council accept the offer for a Michael Sutherland scholarship.</p> <p><b>Moved</b> by Don Rowe that Council endorse the above two recommendations. <b>Seconded</b> by Ron Pearce. <b>Carried.</b></p>		
14	<p>▪ <b>School Council Membership for 2010</b></p> <p>Catherine expressed Council's sincere thanks for Anne Griffiths' effort and time and for providing fantastic expertise and business acumen and she wished Anne well. Anne replied that she has been privileged to be associated with MLSHS, and was deeply honoured with the awarding of a scholarship. Anne will try to find someone for Council. She is happy to work on a voluntary basis for MLSHS next year. She thanked members for their goodwill and good humour. Catherine advised that Glen will also be leaving Council and Council will be looking for a new staff representative. Students, Olivia Burmester and Gemma Esvelt, will also be leaving Council, and Catherine thanked them very much for their efforts and time, for their point of view and Gemma's sense of humour! Catherine thanked both Ron and Kevin for returning to Council next year.</p>		
15	<p><b>Reports</b></p> <p>▪ <b>Financial Report for 2009</b></p> <p>The Financial Report was tabled and Yvonne gave a verbal report. She reported that there is \$580,000 in reserves, but \$40,000 is to go to the Taxation Department. It is healthy but not overly so.</p> <p>Yvonne went through the <i>Voluntary Contributions &amp; Charges Position – Update #5 9.12.2009</i> document, which was tabled and distributed along with the document on Edu-Collect, and explained Edu-Collect to Council. She advised that schools using Edu-Collect are getting results. Catherine believes that there is a</p>		

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
	<p>responsibility to collect funds.</p> <p><b>RECOMMENDATION</b> Council to endorse MLSHS using Edu-Collect to collect outstanding debts on charges.</p> <p><b>Moved</b> by Catherine Smith to endorse the above recommendation. <b>Seconded</b> by Glen Innis. <b>Carried.</b></p> <p>Yvonne tabled a document on Year 8 Charged and Voluntary Contributions 2010 and explained the report to Council. She advised that all the information packages have gone out. Catherine thanked Yvonne for her report.</p> <p><b>Moved</b> by Gemma Esvelt to accept the Financial Report. <b>Seconded</b> by Olivia Burmester. <b>Carried.</b></p>		
16	<p><b>Student Representatives' Report</b> Olivia asked how MLSHS went as a whole with regard to exams and Milton replied that we should know in early January 2010. Gemma asked about a new school timetable and Milton replied that this will be introduced next year (with no Wednesdays off). Still retaining a separate recess and lunch for both parts of MLSHS. Times have been brought into greater alignment to allow MLSHS to use staff more effectively.</p>		
17	<p><b>Principal's Report</b> Milton reported that:</p> <ul style="list-style-type: none"> <li>• Heavy books, the last being for psychology, should be seen to by the next meeting.</li> <li>• MLSHS's success with the Healthy Active and Steve Tipping winning one for Outdoor Education. Richard Meagher was named Western Australian Science Teacher of the Year.</li> <li>• ECU named MLSHS as the 2010 Partnership School. New MoU with ECU signed.</li> </ul> <p>Milton reported that putting Yr 10s into Yr 11 has been a great success – behaviour also improved – and may explore putting Yr 11s into Yr 12 next year, although this is not popular with children as they miss out on a week's holiday.</p> <p>Milton sought Council's advice on interim reports. Catherine said she found this very useful as a 'heads up' and would support their continuation. Ron Pearce said he is in two minds. Don Rowe is opposed to the continuation. Anne said from an employer point of view, they are worthwhile. Glen said they save teachers' time and give parents feedback. All agreed to the continuation of the interim reports, with one dissenter (Don Rowe).</p> <p>Milton reported that the Department has redesigned the catering approval form. Official events require the Chair of Council's approval unless it has already been included</p>	<p>Pass on Council's congratulations to Richard Meagher</p>	<p>Milton Butcher</p>

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
	<p>as a line item in the budget. The main thing is staff catering. Normally \$12 per head is allocated, however, MLSHS takes staff to Hillary's Yacht Club at the start of the year at a cost of \$15-\$18 per head.</p> <p><b>RECOMMENDATION</b> Council to endorse this expenditure as part of MLSHS budget (otherwise, staff will work at school).</p> <p><b>Moved</b> by Catherine Smith for MLSHS to continue the practice of taking staff to Hillary's Yacht Club. <b>Seconded</b> by Kevin Pilkington. <b>Carried.</b></p> <p>Milton acknowledged Catherine's support for the children and MLSHS, and all councillors, who are great supporters at functions and events. MLSHS values the work councillors do. Milton acknowledged Anne and Glen and wished them all the best, but above all, he thanked Catherine for taking on the job as Chair. He advised that Catherine is now coming in as Vet Coordinator. Milton wished everybody all the best. Anne hoped all members see or read <i>Mao's Last Dance</i>, considering MLSHS's links with China.</p>		
18	<p><b>P&amp;C Report</b> John Cloake was an apology, however, Catherine advised that she attended the meeting, and the P&amp;C was in favour of interim reports. Also, outsourcing of the uniform shop was endorsed.</p>		
19	<p><b>Staff Report</b> Neil reported that there is a final assembly on Wednesday with special awards for students. Neil added that last week the Year 10 Transition was conducted successfully with the Year 7 Orientation day also a success.</p>		
20	<p><b>Other Business</b> Catherine advised that the Acting Principal has not been selected at this stage, and should be decided later this week. She is on the selection panel.</p> <p>Anne commented that it has been great to have the student input at the meetings, which she believes is an integral and essential part of Council, and congratulated the student representatives on a job well done.</p> <p>Catherine passed on her thanks to Anne, Glen and the student representatives.</p>		
21	<p><b>Next Meeting</b> Monday, 15 February, 2010 at 7:30pm</p>		
22	<p><b>Meeting Closed</b> 9:30pm</p>		