

**Mount Lawley Senior High School (MLSHS)
School Council Annual Open Meeting
Warren Daniels Conference Room, MLSHS
MINUTES
Monday 24 October 2011 at 6:30pm**

	ITEM	ACTION POINTS	PERSON RESPONSIBLE
1	Meeting opened: 6:35pm		
2	Introduction and Welcome Geoff Clayton welcomed Council members to the meeting.		
3	Attendance Geoff Clayton, Milton Butcher, Michael Sutherland, Carl Pekin, Don Rowe, Glenn Scott, Ian Johnston, John Cloake and Vicki Nash (Minutes Secretary).		
4	Apologies Jamie Brander, Saxon Goodrick, Jordan Caffery and Trevor Cullen.		
5	Minutes of Previous Meeting The Minutes of the meeting held on 19 September 2011 were tabled and accepted as a true record. Moved by Ian Johnston. Seconded by Carl Pekin. Carried.		
6	Update on Action Points from Previous Meetings <ul style="list-style-type: none"> • Sponsorship No change. • Healthy Active Australia Grant No change. • Centre for Asian Languages No change. • Music Building Upgrade <p>Milton thanked Michael on behalf of the P&C.</p>		
7	Discussion Items <ul style="list-style-type: none"> • Change from Council to Board <p>The MLSHS Terms of Reference document (MLSHS ToR) was discussed. The draft followed the meeting of the working party and input from Glenn. The Department's Terms of Reference were included with the difference from previous being the inclusion of the Board advising the Principal on Religious Education. Geoff then went through the changes to the MLSHS ToR with particular note of 5.1, 5.5, 5.9 and 8.4.</p> <p>RECOMMENDATION</p> <p>To change the MLSHS ToR as follows: 5.5 - Strike out the numbers as per Glenn's sample document. 5.8 - 'Student Board' should read 'Student Council'. 5.8 - Change 'nominate' to 'select'.</p>	MLSHS ToR to be brought to the next Council meeting Provide a copy of School Council membership, both with and without numbers, for comparison.	Geoff Clayton Geoff Clayton

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<p>5.9 - Should read 'For the purpose of 2012, one student from the Year 10 Councillors will be selected by Student Council for two years and one student from Year 11 Councillors will be selected for one year.</p> <ul style="list-style-type: none"> • Staffing Profile Milton reported that the Education Department will fund two additional Level 3 positions. MLSHS is looking at changing the job description to 'Program Coordinator' and Milton is currently working with the Level 3 group in terms of portfolios. The clerical allocation is still being discussed. • Directions of the School Staff work on priorities was tabled. Whilst it was raw, there was a discussion. Council indicated it would be useful to consider the staff's distilled work. • School Council Endorsed Parent Funds The following funding requests were submitted: <ol style="list-style-type: none"> 1. \$8,000 to update the website. 2. \$22,000 from Literacy Fund for a Literacy & Numeracy Support Teacher. <p>RECOMMENDATION</p> <p>Council to endorse the two payments above from ICT and the Literacy Fund.</p> <p>Moved by Michael Sutherland. Seconded by Ian Johnston. Carried</p> <ul style="list-style-type: none"> • Feedback on Principal Milton advised that a requirement of the performance review for principals was to seek feedback from Council. He asked members to complete a simple survey. • NAPLAN Update Milton tabled a document entitled 'Brief to School Council NAPLAN 2011' and commented on the results. The school's were pleasing. More data will be provided and a further brief provided. 	<p>Further staff work to be brought to Council</p>	<p>All members</p>
<p>8 Reports</p> <ul style="list-style-type: none"> • Financial Reporting The Financial Reports were tabled and Milton gave a verbal overview. <p>Moved by Milton Butcher to accept the financial reports. Seconded by Glenn Scott. Carried.</p>		
<p>9 Student Representatives' Report No report.</p>		

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10	<p>Staff Report</p> <p>Ian's report included:</p> <ul style="list-style-type: none"> • The Yr 12 students finished school today. • WACE exams start next week. • The Award night is on 24 November 2011. • 4 of 250 Yr 12 students may not graduate which is a 98.3% graduation rate. • Yr 11 exams start tomorrow. • The Early Start Program commences a fortnight Wednesday for 5 weeks. <p>Geoff reported that Middle School Parent Night was shifted to the middle of September in order to give more feedback halfway through the process to see how students are going.</p> <p>Moved by Glenn Scott to accept the Staff Report. Seconded by Don Rowe. Carried.</p>		
11	<p>P&C Report</p> <p>John reported that:</p> <ul style="list-style-type: none"> • The last P&C meeting was in August and the next one is next week. • There is still a lot of interest in the lockable bag area in the gym (which is complete and now being used). • Feedback regarding proposed changes to the uniform was positive. • Yr 11 students have ordered their jackets. <p>Moved by Milton Butcher to accept the P&C Report. Seconded by Carl Pekin. Carried.</p>		
12	<p>Principal's Report</p> <ul style="list-style-type: none"> • Congratulations to Don being accorded a Paul Harris Fellowship for his excellent work linking schools in WA with Timor. • Prefects were announced today including Head Girl (Jordan) and Head Boy (Saxon). • The one to one roll out is underway. • The Yr 12 student departure today was the worst Milton has seen. <p>Milton asked for members' feedback on a fortnightly publication, as the Education Department believes that, for safety reasons, only one name - rather than a student's full name - should be used. He advised members that he will also gain feedback at the P&C meeting next week.</p>	<p>Obtain feedback from P&C regarding a fortnightly publication</p>	<p>Milton Butcher</p>

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13	<p>General Business</p> <p>Michael reported that:</p> <ul style="list-style-type: none"> • He has spoken to the Premier's Office and a time needs to be determined for the unveiling of the Terracotta Warriors and a time for this needs to be determined; and • There was a good article on Oktoberfest in the German magazine. <p>Michael believes it would be advantageous for MLSHS to tie in with the Mt Lawley Rotary Club.</p> <p>Don proposed that School Council formally recognise Bev's success as Female Teacher of the Year and the accolades Ian received from his peers. He mentioned Healthy Active Australia Grant's big spread in the current <i>School Matters</i> and commended the communication crew's work on getting stories into big glossy magazines.</p> <p>Moved by Don Rowe that School Council congratulate Bev, Ian, Healthy Active Grant and the communication crew on their success over the last month. Seconded by John Cloake. Carried.</p> <p>John raised the timings of elections and felt it would be useful for them to be held in 2012 - new Year 8 parents involved. There was a discussion.</p>	Contact Lynne re Mt Lawley Rotary Club	Michael Sutherland
14	<p>Next Meeting</p> <p>Monday, 28 November 2011 at 6:30pm (Apology from Michael Sutherland).</p>		
15	<p>Meeting Closed</p> <p>At 8:05pm, Geoff declared the meeting closed.</p>		