



## Applecross Senior High School IPS Board MINUTES

**Meeting No.**                                22  
**Meeting Location**                        Board Room Applecross SHS  
**Meeting Time and Date**                6:00 pm, Monday 11 May 2015

Time	Item	Subject	Note, confirm or decide	Who
6:00	1.0	<b>Opening</b>		
	1.1	Apologies/absentees <ul style="list-style-type: none"> <li>• Allen Hahn - apology</li> <li>• Kerina Puttman - apology</li> <li>• Gloria Wynhorst – apology</li> <li>• Toby Smith – apology</li> <li>• Suzanne Brown - apology</li> </ul>		PM
	1.2	Confirm agenda		PM
	1.3	Confirm previous meeting minutes - FvO Seconded - CW	Confirm	PM
	1.4	Actions arising from previous meeting -None	Note	
6:02	2.0	<b>Standing Item A – Principal’s Report</b>  The builders’ report will include a thorough investigation of the incident that occurred in N111. The builders have changed their internal procedures and redone their induction process with all staff. The school has also tightened up on our monitoring of all visitors to the school. Staff have also been requested to lock all doors etc.  The Year 12’s have been given access to a coffee vending machine.	Note	PL
6:07	3.0	<b>Presentation – BYO Device Policy</b>  Darren Payton (Head of Technology & Enterprise) - Introduced by PL. PL explained the rationale behind the use of IT in our school, and how the research was conducted into what sort of personal computer students could purchase if they wished. Darren outlined the history of how the computers came to be in our school and how that at this stage, state of the art computers are not necessary for students. Also to be considered was weight and size of the machine. All the specs of the machine were carefully explained and the price point of \$253 was the cheapest on the market. Darren is very impressed with its suitability for students of our school and the ease with which our staff could adapt their curriculum to facilitate its use. It can be used as a convenient tool.  SdK talked about how to educate the parents on what/when to purchase.		

		<p>The hope is that there will be some machines to be issued on loan through the school library.</p> <p>Year 7 parents will be informed via a letter about the machine and if they don't have one already they could purchase this one and be involved in the soft start of this project. It would allow for teething troubles to be sorted before trying to implement it as an across the board start next year. The rest of the school community will also be advised of this research and could purchase the same device if wished.</p>		
6:40	4.0	<p><b>Standing Item B – Finance Report</b></p> <p>PL talked to the documents he supplied. He explained about the reserves and how the money is there waiting to be spent once the building is complete, especially in the lines of new furniture, etc.</p> <p>AK asked whether the school went to the stages of precluding students from subjects if they hadn't paid their fees. PL said the processes of collecting subject charges and placing students in subjects was currently under review. We are getting closer to the stage where it will become easier to apply this policy.</p>	Note	PL
	5.0	<b>General Business</b>		
6:52	5.1	<p><u>2014 Annual Report</u></p> <p>PL issued the print version of the document, and thanked the board for their input into proof reading the document with a fresh pair of eyes and for their ideas and contributions.</p> <p>PM proposed that we endorse the Annual Report pending the minor changes (typos). The final version will be reposted on Connect, and then published on the school website shortly thereafter. This was approved unanimously.</p>	Decide	PL
7:00	5.2	<p><u>2015-2018 Business Plan</u></p> <p>PL described the process being undertaken to produce the whole suite of documents that compromise the new Business Plan.</p> <p>SB has been at the school and spent some hours offering advice and making suggestions as it lines up with her particular area of expertise.</p> <p>Leadership staff have had workshops to work in this preparation of the document. Data has been analysed and will be a part of the new document.</p> <p>PM asked about a timeline for this, and PL has said that at the end of the week there could be a working draft copy to look at. It will not be printed off in glossy brochures as in the past. This too will be available to all on the website when finished.</p> <p>AK asked about attainment levels and whether we set a specific target.</p>		PL

		The school does have a target of 98% attainment rate, but ensuring 100% of students are enrolled in courses which provide them with the opportunity to achieve attainment. About 70% of our students are in an ATAR pathway with many having an Cert course as a back-up. We are not a school where we encourage students to take an easier pathway than they are able.		
7:13	5.3	<p><u>Building Project Update</u></p> <p>A move has been made in the last month to have a real shake-up with all parties concerned to address the issues. PL addressed the written section in his Principals Report that outlined all the changes being made with personnel involved in meetings and working parties. PM asked about whether some more realistic dates had been set for a move into the western end of C Block. PL said that we are now hoping for the end of Term 3 being achievable and that we would not move in until it was all completely finished. Perhaps the end of the year might be where we end up.</p> <p>We all want a good outcome for the school with a great finished product. Options for escalation were discussed again, but due to the positive changes experienced in the past four weeks it was decided to monitor progress and discuss further next meeting.</p>		PL
7:30	5.4	<p><u>Open Day 2016</u></p> <p>Many requests have been received from the community to come in and have a look at the new school, so the possibility of an Open Day early next year has been suggested. A real celebration of the school is in order, thanking local neighbours for putting up with all the inconveniences being one aspect.</p> <p>AK reluctant to bring in commercial markets/stalls.</p> <p>FvO suggests as a lead in to parents' night?</p> <p>Issue to be raised again in a board meeting in the future.</p> <p>AK suggests the Alumni be invited to attend. Perhaps put the Open Day on the agenda for the Open Board Meeting?</p>		PL
7:30	5.5	<p><u>Schedule for future board meetings</u></p> <p>Term 3: August 3, September 7</p> <p>Term 4: October 5* (Open Board Meeting), November 30</p>		PM
	6.0	<b>Any Other Business</b>		
		<b>Next Meeting: Monday 8 June 2015, 6:00 pm.</b>		
7.35		<b>Close</b>		

#### Board Members 2015:

SB	Suzanne Brown	SdK	Sharon Declerck	AH	Allen Hahn
AK	Alysia Kepert	PL	Paul Leech	PM	Phil Marshall
KP	Kerina Puttman	FS	Fiona Shaper	TS	Toby Smith
FvO	Fran van Oyen	CW	Christine Waddell	TW	Tina Waddell
GW	Gloria Wynhorst				