



APPLECROSS
SENIOR HIGH SCHOOL

Applecross Senior High School IPS Board

MINUTES

Meeting No.	48
Meeting location	Boardroom, Applecross SHS
Meeting time and date	5.30pm, Thursday 14th June 2018

Initials	Attendee	Role
AWM	Amanda Woods-McConney	Parent Rep
CS	Craig Skinner	P&C Rep
CTN	Cecilie Thogersen-Ntoumani	Community Rep
DDL	Daniel de Lima	Head Boy
DR	Darrin Richards	P&C Rep
EOL	Ella O'Leary	Head Girl
FV	Fran van Oyen (Absent)	Staff Rep
GC	Glenys Campbell	Acting Principal (T3)
GP	Gary Peel (Absent)	Community Rep
MB	Michelle Birkholz	Parent Rep (Chair)
MRB	Mike Bracher	Community Rep (Secretary)
SE	Susan Edgar	Community Rep
TJ	Toni Jones	Staff Rep
PL	Paul Leech	Principal
PC	Paul Currie	Executive Officer

Item	Subject	Actions
1.0	Opening <ul style="list-style-type: none"> MB opened the meeting at 5.30pm. 	
1.1	Apologies <ul style="list-style-type: none"> Fran van Oyen (Long Service Leave) Gary Peel 	
1.2	Confirmation of agenda.	
1.3	Minutes of previous meeting <ul style="list-style-type: none"> MB presented to the Board the minutes of Meeting No. 47, Thursday 10 May 2018, for approval. The Board endorsed the minutes of the previous meeting as complete and accurate. <i>Moved AWM, seconded DR.</i> 	
1.4	<p>Actions arising completed from previous meeting:</p> <p>Action 47.1 – MRB to circulate wording for the ToR to allow an alternative voting process for parents. Get DoE approval.</p> <p>DoE reiterated that Parent reps must be voted for by the parent community. Parents of incoming students (Year 7 cohort) should also be given the opportunity to nominate and vote. The Department can provide support in terms of the solution for voting using the Schools Survey system, which is electronic. Vote by paper is also acceptable. The Board agreed to consider planning for this in Term 3 to provide sufficient time to scope and implement the process.</p> <p>Action 47.2 – MRB to get clarity on ToR 8.2 (maximum number of terms).</p> <p>Clarification sought from DoE – the term is a maximum of three years and there is no limit to how many times a person can get re-elected to the Board as long as they go through the appropriate nomination and election process for the role for which they are applying.</p>	

2.0	Standing Items	
2.1	<p>Principal's Report (PL)</p> <ul style="list-style-type: none"> PL and Rex Lилleyman (RL) on long service leave in T3 and 4 respectively. The following people will be deputising: Principal Term 3 Ms Glenys Campbell Deputy Principal Term 3 Ms Angela Koios Deputy Principal Term 4 Ms Toni Jones Capital Works Planning – The school is predicting continued growth and is currently close to capacity (1,650 students). The DoE is assessing projected enrolments over the next five years and the potential need for additional capital works. The Five Year Plan is due to be completed by July 1 and the school will be briefed re the outcome in August. RL and PC have seen an increase in parents who have chosen Applecross over private schools. The school has a good reputation in the community and initiatives such as Gifted & Talented testing on site has raised the profile. 	
2.2	<p>Finance Report (PL)</p> <ul style="list-style-type: none"> Currently 39% through spend, which is on track to achieve 96+% by year end. Some LA expenditure is currently tracking below budget, but likely to meet budgeted expenditure by year end. Surplus funds likely to be used for additional staffing in Semester 2. Voluntary contributions are down slightly compared to last year, with strategies in place to recover this position. Sharon Morley to give a detailed mid-year report at August meeting. 	
2.3	<p>Student Council Report (DDL & EOL)</p> <ul style="list-style-type: none"> Girls dress survey – 77 parent votes and 230 student votes received, with results fairly even in support and against. The Board endorsed proceeding, to get dresses in stock by the end of the year in readiness for the beginning of the 2019 school year. Y12 common room being used by lower school Care Group. GC has sent an email to remedy the situation and will follow up. Principal's Cup has been organised (students vs teachers), mixed team netball (two teams) in Week 9. Issue getting SRC members to attend meetings due to mixed communication. A new Connect group has been setup, with reminders sent via this. Also there will be an announcement at Care Groups and PA reminders. Exam break went well although no assessment free week this year. Feedback has been taken on board by the Senior Leadership Team. Suggestion is that next year there are three assessment free days prior to exams. Year 12 dress up day – Facebook poll demonstrated support for the days, but students want to see more fun activities available on the oval. Options to be considered and investigated. 	48.1 GC to follow up re use of Y12 common room by lower school Care Group.
2.4	<p>P&C Report (CS)</p> <ul style="list-style-type: none"> 60th anniversary planning. There is a meeting next Wednesday 8:30am 20th June to kick off arrangements. It was noted it would be beneficial to have a member of the Board represented on this sub-committee. Interested parties should advise PL. The anniversary event, to be held on 24th November, is an opportunity to raise funds for the school and also to raise the profile of the school within the local community. 	

3.0	General Business	
3.1	<p>Mid-Year Review (PC)</p> <ul style="list-style-type: none"> PC presented an overview of the mid-year review process. The objective in Lower School is to produce well rounded and capable students. The focus in Senior School is on ATAR and WACE. Each HoLA to produce short report on what is going well and areas for improvement. It was noted RL had done a great job of lifting success in Senior School. <p>Literacy Strategy (PC)</p> <ul style="list-style-type: none"> The Board was presented with a document 'V.I.P.s make better Readers and Writers'. This is a whole school approach to improving literacy, supported by an operational plan. The focus on literacy is likely to deliver data showing improved results from 2020. <p>Attendance and Suspension (PC)</p> <ul style="list-style-type: none"> Applecross was in the top 1-3 WA schools last year with 94.1% attendance. Slight improvement thus far in 2018, sitting at 94.5%. PL commented attendance reflected the totality of what the school is doing to encourage commitment and attendance from students. Suspensions were down for the period. 2018 – 25 suspensions by 24 students compared to 2017 – 32 suspensions by 29 students. 	
3.2	<p>New Building Update (GC)</p> <ul style="list-style-type: none"> GC presented the Board with plans for the proposed new building to be constructed adjacent to the tennis courts. It will offer new teaching spaces (flexible area for one or two classrooms), a kitchen area and changing rooms for the swimming pool and tennis courts. These additional changeroom facilities will enable the oval and new building to be leased out to the community without having to access the main school campus area for toilets. Expected budget of \$730K and planned completion by the end of 2019. <p>AVID Program (GC)</p> <ul style="list-style-type: none"> GC provided an overview of AVID. It is a teaching and learning framework which has been implemented in the US for about 38 years. Focuses on the WICOR principle (writing, inquiry, collaboration, organisation and reading). Most teachers already doing something similar, but the program provides a structured framework for implementation of initiatives. 	
4.0	Other business	
4.1	<p>ToR (MRB)</p> <ul style="list-style-type: none"> MRB compared current ToR with new 2018 model. It was agreed that none of the proposed changes were contentious and the Board agreed to update the ToR to reflect the changes. <p>Board Training (MB)</p> <ul style="list-style-type: none"> MB had received a letter from DoE about School Board training. There are online resources and on-demand training options available to members if required. <p>WA Education Awards (MB)</p> <ul style="list-style-type: none"> MB had received a letter from DoE about the awards. Given the short timeframe, the school will prepare for next year's Awards well in advance to ensure a high standard submission (will consider individual and potentially whole school nominations). 	<p>48.2 MRB to update ToR and publish new version.</p> <p>48.3 PL to clarify if any members of staff have already been nominated for the 2018 WA Education Awards.</p>
4.2	<ul style="list-style-type: none"> Meeting evaluation undertaken by the Board – feedback and discussion. 	
	Close	
	<ul style="list-style-type: none"> The meeting was closed by MB at 7:08pm. 	

Signed (Chair) _____

Date: _____