



APPLECROSS
SENIOR HIGH SCHOOL

Applecross Senior High School IPS Board

MINUTES

Meeting No. 49
Meeting location Boardroom, Applecross SHS
Meeting time and date 5.30pm, Thursday 2nd August 2018

Initials	Attendee	Role
AWM	Amanda Woods-McConney	Parent Rep
CS	Craig Skinner (Absent)	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	Staff Rep
GC	Glenys Campbell	Acting Principal (T3)
GP	Gary Peel	Community Rep
MB	Michelle Birkholz	Parent Rep (Chair)
MRB	Mike Bracher	Community Rep (Secretary)
SE	Susan Edgar	Community Rep
TJ	Toni Jones (Absent)	Staff Rep
PL	Paul Leech (Absent)	Principal
PC	Paul Currie	Executive Officer

Item	Subject	Actions
1.0	Opening <ul style="list-style-type: none"> MB opened the meeting at 5.28pm. 	
1.1	Apologies <ul style="list-style-type: none"> Paul Leech (Long Service Leave) Toni Jones Absent <ul style="list-style-type: none"> Craig Skinner 	
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. 48, Thursday 14th June 2018, for approval. The Board endorsed the minutes of the previous meeting as complete and accurate. <i>Moved SE, seconded DR.</i> 	
1.4	Actions arising completed from previous meeting: <p>Action 48.1 GC to follow up re use of Y12 common room by lower school Care Group. GC confirmed this had been done and issued resolved.</p> <p>Action 48.2 MRB to update ToR and publish new version. MRB provided a copy and discussed the changes. The board endorsed this version dated 2nd August 2018.</p> <p>Action 48.3 PL to clarify if any members of staff have already been nominated for the 2018 WA Education Awards. GC confirmed that no members had already been nominated.</p>	

2.0	Standing Items	
2.1	<p>Principal's Report (GC)</p> <ul style="list-style-type: none"> • Semester 1 results for Y11/Y12 <ul style="list-style-type: none"> ○ The results were compared to last year (Y12) and like schools. ○ Median ATAR on track. ○ Any significant discrepancies are discussed with HOLAs. ○ Comparison with last year, Y12 is on track to achieve similar results. • Student perception survey – survey of teachers and teaching practices <ul style="list-style-type: none"> ○ There were very few unsuitable comments that had to be removed ○ Feedback is provided to teachers. ○ It was noted that there was poor representation from Y11/Y12 – they will be surveyed again but this will not be repeated in Term 4. ○ The Board suggested that we also feedback the results of the survey to students so that they feel it was worthwhile. ○ The Board also suggested that teachers receive training on how to constructively use the feedback in their teaching practices. 	
2.2	<p>Finance Report (Sharon Morley - SM)</p> <ul style="list-style-type: none"> • SM presented the financial reports. • Cash Report as at June – 100% received from Department now • Salary figures were current. • Moved \$4,000 from salary to invest in term deposit – funds going towards new building. • 51% of spend to date, therefore on-track. • Collection rates for Charges and Contributions were healthy – on par with last year. • Assessments of the Debt Collection Agency showed it was viable – they charge 18%; GC commented that it was important to show that the school took these charges and contributions seriously. 	
2.3	<p>Student Council Report (DDL & EOL)</p> <ul style="list-style-type: none"> • Y12 dinner dance is on Oct 19th; this is the same day as the dress up day; video production that will be shown at the dinner dance began this week (it is 20 minutes and will be finalised by DDL & EOL by Monday 17th September). • It was recommended that the SRC be setup at the end of T4 so that they are ready to go and can gain immediate traction when the new school year commences; this could be handled by the school captains until a Head Boy / Girl is voted in in T1; email and contact details could be shared and the first meeting could be held in week 3 of T1. • Jane Loveday presented to Y11/Y12 about the school's carbon footprint; students will be collecting data for research purposes and to form an action plan; it was noted that many lights were left on in classrooms across the school in the evenings; the school is looking at solar panels. • There has been a final decision on the girls' dress fabric and design and it should be ready for T4. • Principal's Cup sports competition has taken place; there will be another match and soccer is being considered. 	
2.4	<p>P&C Report (DR)</p> <ul style="list-style-type: none"> • There have been no meetings held since the last Board meeting in June. 	

3.0	General Business	
3.1	<p>Overview of Semester One results – upper school (GC)</p> <ul style="list-style-type: none"> • Semester One results for Y11 were compared to like schools. • Maths results looked a bit higher – this was investigated, and no discrepancies were found. <p>Overview of Semester One results – lower school (PC)</p> <ul style="list-style-type: none"> • The Board was shown a presentation of grades through key subjects comparing like schools across multiple years. • HOLAs reviewing the data. 	
3.2	<p>Election of Parents Representative (MB)</p> <ul style="list-style-type: none"> • Parents are voted for by the parent community. • The school has most parents' email addresses registered by T3 for the Y7 intake. • The suggested timing for voting is the beginning of T4. • Communications via email and the newsletter asking for nominations. • GC and MB will produce a proforma for potential candidates. • Survey Monkey will be used to present candidates and to capture votes. 	<p>49.1 GC and MB to meet to discuss parent candidate proforma.</p> <p>49.2 MRB to check ToR to ascertain if a parent with more than one child gets more than one vote.</p>
3.3	<p>Curtin University Meeting</p> <ul style="list-style-type: none"> • Due to staffing changes at Curtin, the Board agreed to postpone the proposed meeting on campus until early next year. 	
4.0	Other business	
4.1	<ul style="list-style-type: none"> • GP wished to thank the school for the Y11 ski trip – his child attended, and he believed it was very successful for those that participated; MRB agreed. • DR raised the issue of traffic management on Ardessie Street – the location of the “wombat” does not assist traffic flow and it seems dangerous for students crossing; DR to raise with the Council. 	49.3 DR to raise issue of traffic management with the Council.
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 6:58 pm. 	

Signed (Chair) _____

Date: _____