



**IPS BOARD APPLECROSS SENIOR HIGH SCHOOL
MINUTES OF THE MEETING**

Meeting No. 19
Meeting location Board Room Applecross SHS
Meeting time and date 6.00 pm to 7.30 pm, Monday 24 November 2014

TIME	ITEM	SUBJECT	<i>Note, confirm decide/Who</i>
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1804	1.0	Welcome and Apologies	
	1.1	Opening & welcome	DB
	1.2	Apologies/absentees <ul style="list-style-type: none"> • AK, GW • KW and BT are retired as they have officially left school 	DB
	1.3	Confirmation of Agenda	<i>Confirmed</i>

1806	2.0	Minutes of Previous Meeting	
	2.1	Confirm Previous Meeting Minutes	<i>Confirmed</i> 1: AK 2: FS
	2.2	Actions Arising from the meeting	<i>None</i>

1807	3.0	Standing Item A	
	3.1	<u>Principal's Report</u> <u>Endorsement of 2015 contributions and charges</u> <ul style="list-style-type: none"> • PL spoke to the documents emailed last week with regards to our funds. PM asked what factors had changed to increase the contributions percentage. PL outlined the 3 procedures that were targeted; main improvement was with the upper school subjects that incur a substantial annual fee. At this stage the funds for next year are looking healthier than anticipated, however we will proceed with caution because it is a new funding method and we will need to see how it progresses. • Board asked to endorse a few changes based on contributions and charges for next year, as emailed earlier. Most subject charges changes are pretty reasonable, as per CPI. DB asked whether parents 	<i>Endorsed by the Board</i>

		<p>received the breakdown on costs for each subject. SB confirmed seeing this on her cost sheet in previous years.</p> <p><u>Update on building progress</u> The new Year 7 block we have taken possession of but without handover done officially. Perhaps next week. Repairs are proceeding; a lot of work is on at the moment at the school. All scheduled to occur 20/12/14 to 20/1/15. Approval from Melville City Council to work 6 am to 8 pm every day except public holidays. Asbestos removal will take 4 weeks on this double shift roster. Discussion ensued as to the application for early closure requested from the builders. It was agreed that the disruption at the end of this year is preferable to a delay in the starting of the new year. PL asks the board for our support in asking the DG for the Departments' approval for the closure four days early.</p> <p>Parent Interviews format from 2014 discussed. PL proposed that we continue this format which has been successful in the past. Also a continuation of the online booking system would be appreciated. JR also talked about having our Career Expo run concurrently again as it did last year. PM bought up the idea that the offer will need to be made for supervision of the Year 7's till the end of the school day if they could not perhaps get picked up early.</p> <p><u>Preliminary work on 2014 self-review & Preliminary Structure of the 2015-17 Business Plan</u></p> <p>PL talked about the process of the self-review of our plan. Meetings are taking place at the moment, finding things about our targets that are requiring modification. Hoping to have a smaller number of targets but having them all met completely. PL would like the Board to be involved in working through the selected priorities. The Vision and Values of the Business Plan seem to be well accepted, but the details and their implementations need to be clearly stated so they can be understood by all. Discussion about the hiring of a facilitator was discussed and was a popular idea. An extra board meeting could be held and the facilitators attend to conduct it.</p>	<p><i>Endorsed by the Board</i></p> <p><i>Endorsed by the Board</i></p>
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4.0	Standing Item B	
4.1	<u>Finance Report</u> Incorporated and discussed in the Principal's Report earlier.	

1905	5.0	General Business – Item A	
	5.1	<u>Review of Terms of Reference</u> Discussion about the new board for 2015. A member can sit for two terms. First meeting of the board in 2015 for the election of a chair and secretary. Continuity of the board as we embark on a new plan with a new principal and the new buildings. CL's position has to be endorsed by the P&C; so they need to nominate their candidate. The P&C has the option to renominate CL.	DB

1915	6.0	Other Business	
		SB asks that the Art Department and the Special Art Parent Committee be congratulated on the Art Exhibition that took place this past weekend in their new premises on behalf of the board.	SB

1917		Close	DB
		DB thanks all the board for their work in 2014.	
		Next Meeting Date - TBA	

Members

PL	Paul Leech	Principal	
AK	Alysia Kepert	Parent	Apology
FS	Fiona Shaper	P&C	
CL	Chris Lavender	P&C	
DD	Digby DeBruin	Community & Industry	Chair
SB	Suzanne Brown	Community & Industry	
PM	Phil Marshall	Community & Industry	
AH	Allan Hahn	Community & Industry	
JR	Julie Reed	Staff Member	
CW	Christine Waddell	Staff Member	Secretary
KW	Kimberley Wynhorst	Student	<i>Retired</i>
BT	Ben Thomas	Student	<i>Retired</i>