



Applecross Senior High School IPS Board

MINUTES

Meeting No. 73
 Meeting location Staff room, Applecross SHS
 Meeting time and date 5:30pm Thursday, 17 June 2021

Initials	Member	Role	Present	Apology
PL	Paul Leech	Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PC	Paul Currie	Executive Officer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RA	Rachael Ainge	Manager Corporate Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MK	Melinda Kennington	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LJ	Lee Jarvinen	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AG	Amanda Gargett	P & C Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MB	Mike Bracher	Community Rep (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
SE	Susan Edgar	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MC	Melissa Clarke	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AD	Andrew Dwyer	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DE	Damien Ewington	Parent Rep (Secretary)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LH	Lorraine Hammond	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
GC	Geoff Cooper	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EO	Evelyn Ong	Student Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
HE	Harry Edgar	Student Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Item	Subject	Actions
1.0	Opening MB opened the meeting at 5:30	
1.1	Apologies/Absentees LH	
1.2	Confirmation of agenda Confirmed.	
1.3	Minutes of previous meeting <ul style="list-style-type: none"> MB presented to the Board the minutes of Meeting No. 72 (13th May 2021) for approval. The Board endorsed the minutes of the previous meeting as complete and accurate. (MC, MK) 	
1.4	Actions Arising <p>72.1 PL to provide a shortlist of potential WA Education Award nominees to MB for consideration by P&C and Board. To be closed this meeting.</p> <p>72.2 Board and P&C to review shortlist and highlight one nomination for submission To be closed this meeting.</p> <p>72.3 PC to circulate COVID-19 document to Board and acknowledge the approach by circular resolution. Closed.</p> <p>72.4 Board members to draft their summary biographies and forward to MB Ongoing.</p>	
2.0	Standing Items	
2.1	Finance Update <ul style="list-style-type: none"> RA presented the Finance Update One Line Budget <ul style="list-style-type: none"> As at end May, the budget is in surplus by \$249,390 Cash Report 	

	<ul style="list-style-type: none"> ○ The cash budget revenue vs expenditure has received almost 76% of our total cash budget and the school has spent approx. 47% of the cash budget. ● Minimum Expenditure Report notes the school is on track to spend 96% and 10% of carry forward. ● Collection rates as at end May <ul style="list-style-type: none"> ○ 70% overall ● Finance submissions <ul style="list-style-type: none"> ○ Health and PE consumables \$1550 ○ Student Services funding for pilot group of Duke of Edinburgh award for Year 9 students \$2650 ○ Student Services workstations \$1100 ○ Compactus archival storage removal and relocation \$1139 ○ NAIDOC Week \$3700 ● New and amended subjects <ul style="list-style-type: none"> ○ New subjects in Arts, HASS and Technologies ○ Modified subjects have been endorsed by the Finance Committee ○ Outdoor Education costs have increased mainly as a result of the new guidelines requiring additional staff member for any activity. ○ HASS increase related to electronic workbooks being used ○ Board Endorsed the subject cost changes ● Voluntary Contributions <ul style="list-style-type: none"> ○ Capped at \$235 for 2022. 	
2.2	<p>Principal's Report</p> <ul style="list-style-type: none"> ● Community Liaison <ul style="list-style-type: none"> ○ The close working relationship between the school and the various community organisations with whom we interact has had a number of positive outcomes. For instance, the local community art projects has led to a couple of exciting opportunities as part of the proposed Garden City redevelopment. Student behaviour and safety in the local area is a key priority and there have been a number of examples where our students have done themselves proud. ● Safety Concerns <ul style="list-style-type: none"> ○ The Police Traffic Wardens Department has been contacted on a number of occasions regarding the frequent absence of crossing guards on Risely Street. It was previously agreed that these crossings should be a priority because kids have to cross four lanes of busy traffic. ○ Thanks to our local member Kim Giddens MLA for approaching the Transport Minister about safety concerns for students on. We have now been informed that the City of Melville will fund a set of six flashing signal lights which will be installed on Risely Street covering the Glencoe and Drew Rd crossings ○ The Main Roads will be installing these lights and we hope to hear soon when this work will be done. ○ Kim has also offered to set up a training session for parents or other community volunteers who may be willing to act as relief traffic wardens (paid). We will promote this through our Parent Update. ● NAPLAN and Exam Congratulations <ul style="list-style-type: none"> ○ I have been impressed by how well both staff and students managed all the room and time changes over the past two weeks. NAPLAN and the Year 10-12 exams appear to have gone smoothly with very few issues. ● Proposed Special Art Jacket <ul style="list-style-type: none"> ○ The Special Art Parent Committee have been working on developing a school jacket for students in the program (similar to the Special Tennis jackets). This additional uniform item would be made available only to students in the Special Art program as an optional purchase. A sample of the proposed item will be presented to the Board for approval at a meeting in August/September. ● Current Issues <ul style="list-style-type: none"> ○ Bike thefts from the school is of concern. An email was sent to the school community on 16 June announcing some security changes that will be proposed. ○ There is growing evidence that 'vaping' continues to be a problem with students across the country with a number of schools now installing 'vaping detector' devices in school toilets. At Applecross, we believe that 	

	<p>vaping is occurring mostly outside school, but some students have been sanctioned for doing so on site. Apart from the obvious health risks, we are now finding that students are engaging in quite risky behaviour in order to purchase these devices at exorbitant prices. We will continue to endeavour to educate students and to inform parents so that they can be more aware of the issue. We will also pass information about adult suppliers on to the police.</p> <ul style="list-style-type: none"> • WA Education Awards <ul style="list-style-type: none"> ○ Thank you to the School Board and the P&C for getting behind the nomination process for this year's Education Awards. This reflects the high regard that our parents have for the staff of Applecross SHS. Particular thanks goes to the committee of four parents (two Board and two P&C) who will meet to shortlist our final nominees. It is certainly apparent that in order to be successful, the process involves an application citing 'evidence' (such as data or quotes) of the impact that the person has had on the students. ○ While it is only possible for the school to nominate two or three staff members each time, it would be great to acknowledge those staff who have received multiple nominations from students, parents or staff members. • Parent/Community Interaction <ul style="list-style-type: none"> ○ The level of community interaction with the school has increased significantly during 2021, with an average of over 8,000 users on the webpage each month and nearly 2,000 'likes' on our Facebook page last month. Our new Instagram account is also proving to be very popular with a growth in the number of followers. • NAIDOC Week Celebrations <ul style="list-style-type: none"> ○ Smoking Ceremony and Morning Tea on Monday 28 June. 	<p>73.1 MB to draft a letter of thanks for teachers that have received nominations for Education Award.</p> <p>73.2 Committee to prepare submissions for two selected nominees.</p>
2.3	<p>Student Council Report</p> <ul style="list-style-type: none"> • Year 12 Exams <ul style="list-style-type: none"> ○ Some varying feedback from students, including the number of 'double ups' and not enough space between exams, despite the exam period occurring over two weeks. • World's Greatest Shave <ul style="list-style-type: none"> ○ The school has raised more than \$14,000, with only a week to go! ○ 15 students and 2-3 teachers who will participate. • Environmental Actions <ul style="list-style-type: none"> ○ The sustainability council will be using the World's Greatest Shave as a soft launch for implementing "containers for change" bins ○ Blue bins will be trialled across the school, with cleaning and transport arranged by the council ○ The success of the trial will determine future implementation • Promoting Student Voice <ul style="list-style-type: none"> ○ Miss Kim is trialling a project to encourage positive learning environments. What makes a good lesson? How do we engage all students, including those that are under-performing? ○ Three Year 12 students will help Miss Kim observe lessons from three teachers – to commence next week. • NAIDOC Week <ul style="list-style-type: none"> ○ Acknowledgment of Country, indigenous chalk murals, panel discussions and film festivals will all be presented at school during NAIDOC week (28 June to 2 July). • Lower School events <ul style="list-style-type: none"> ○ Year 7 and 8 personal best incursions, with a focus on goal setting and growth mindsets ○ Year 8-10 are currently choosing their subjects for 2022, with the school providing counselling to assist 	
2.4	<p>P&C Report</p> <ul style="list-style-type: none"> • The P&C received a letter from the newly elected Member for Bateman, Kim Giddens. Kim attended the school's ANZAC day celebrations. It was agreed to include her in the P&C mailing list. • There was unanimous support for the cashless canteen system ("Square Register") and the following points were noted: 	

	<ul style="list-style-type: none"> ○ It will accept all bank cards. ○ Invoice will be generated if there are insufficient funds in a student's bank card. ○ Once off cost of \$1099 for each device. ○ Menu will be loaded in the device and operator will need to add quantity and any add-ons purchased. ○ Cannot be used as an ABN Holder. ATO is working on this, and 30 June update will allow for that. ○ The wi-fi needs to be strengthened at the canteen and this is something to be done by the school. ○ Need computer to be supplied by the P&C if the system is not cloud based. ○ Fee is at a flat rate of 1.6% but if turnover is over \$250,000, then a lower fee could be negotiated. ○ A Canteen sub-committee was formed to assist Cre Miller with the setup and ongoing management of the Cashless System. The P&C appreciate the efforts by all, particularly Harry (Head Boy), in their assistance in researching this undertaking. <ul style="list-style-type: none"> ● Canteen <ul style="list-style-type: none"> ○ 2019 was the last "normal" canteen year. Costs of goods and wages have increased while sales have reduced. ○ Menu has been expanded in the canteen ○ Given the sales now the canteen should be able to break-even without disadvantaging the students ○ Cre hosted a Volunteer Morning Tea on 29 May at 10am to thank all volunteers who contribute their time throughout the school. ● Fathering Project <ul style="list-style-type: none"> ○ 30 dads and children were booked in their latest social event, Laser Tag, on 22 May. ● Special Art <ul style="list-style-type: none"> ○ Started strong with a good number of volunteers. ● Specialist Music <ul style="list-style-type: none"> ○ Autumn concert was a successful evening, as was the Music Camp and the Primary School tour. ● Specialist Tennis <ul style="list-style-type: none"> ○ Fundraiser underway at Grill'd Applecross ○ Continuing to look at the viability of opening up the tennis courts for public use. ○ A Bunnings sausage sizzle fundraiser was successful ○ A generous donation of \$1,000 was received from a family of a student in the Tennis Program, which will be used for specialised coaching. 	
3.0	General Business	
3.1	<p>Good Standing, Uniform and SEN Policies (presented by LJ)</p> <ul style="list-style-type: none"> ● An Update to the Good Standing Policy was presented. <ul style="list-style-type: none"> ○ The policy update includes a table of categories that outlines the breach of student expectations, the associated loss of good standing duration, and the school support strategy that will be used by the school to support the student. ○ The Board will review the changes to the policy and provide feedback prior to implementing the updates. ● Update to the Uniform Policy <ul style="list-style-type: none"> ○ Undergoing review and is still in draft form ○ To be presented at the next meeting ● Special Education Needs (SEN) Policy <ul style="list-style-type: none"> ○ New policy being developed ○ To be presented at a future meeting 	73.3. The Board will review the updates to the policy and provide feedback to LJ.
3.2	<p>Review future board topics – align to objectives (presented by PC/MB)</p> <ul style="list-style-type: none"> ● Suggestions... ● Mr Lilleyman to present an update on the Year 12 progress, following on from the presentation to the Board at the beginning of the year. And "Destinations" surveys. ● Review the data on the ATAR scores from previous years, especially students who dropped from predicted ATAR of >90 who received <90. ● Behaviour management and bullying – what is being done? ● "Study Hacks" teaching and coaching for lower school students? ● Visibility of DoE policy directions with regards to COVID-19 	

	<ul style="list-style-type: none"> • Strategies for how school leadership can access VET students and Cert IV students "Destinations"...not as simple as ATAR students. • Actively participate in safety risks and measures...are there any concerns (e.g. Risely St) • The Board to review the Workforce Profile for diversity 	
4.0	Other Business	
	Close	
	<ul style="list-style-type: none"> • The meeting was closed by MB at 6:50 pm 	
	Meeting Feedback	
	<ul style="list-style-type: none"> • Link to board member feedback on meeting effectiveness: https://www.surveymonkey.com/stories/SM-552QGWTJ/ • There was some feedback that the Policies for review should be shared as part of the board pack before the meeting. 	
	Next Meeting	
	<ul style="list-style-type: none"> • Next Meeting: 5.30 pm, Thursday 19th August, Boardroom Applecross SHS 	

Signed (Chair)

Date: