



Applecross Senior High School IPS Board

MINUTES

Meeting No. 77
 Meeting location Staff room, Applecross SHS
 Meeting time and date 5:30pm Thursday, 25 November 2021

Initials	Member	Role	Present	Apology
PL	Paul Leech	Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
PC	Paul Currie	Executive Officer	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
GC	Geoff Cooper	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EO	Evelyn Ong	Student Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
HE	Harry Edgar	Student Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item	Subject	Actions
1.0	Opening MB opened the meeting at 5:30	
1.1	Apologies/Absentees Apologies: PC, EO, HE	
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. 76 (21st October 2021) for approval. The Board endorsed the minutes of the previous meeting as complete and accurate. (AD, MK) 	
1.4	Actions Arising <p>76.1 MC to write a board letter of commendation for the outstanding achievement in leading the school's excellent results in OLNA/NAPLAN. Closed.</p> <p>76.2 MK to forward information and nomination process to the VET employer community. Closed.</p> <p>76.3 All board members to seek a diverse range of nominations from their contacts. Closed.</p> <p>76.4 MB to collate the Board Award ideas and circulate an email for resolution by the board. Closed and for discussion this meeting.</p>	
2.0	Standing Items	
2.1	Finance Update <ul style="list-style-type: none"> RA presented the update. As at 31 October 2021 	

	<ul style="list-style-type: none"> ○ 93% revenues have been received ○ Expended 76% with 24% remaining, correct for this time of year. ○ Salaries budget – 80% spent ○ Collections – 79% collected (71% compared to 31 Oct 2020) ● Finance Committee Meeting approvals <ul style="list-style-type: none"> ○ Tennis Court resurfacing (\$36,500) ○ Kit boxes for Technology (\$1,622) ○ Teacher relief costs (\$65,788) ● 2022 Budget Reports <ul style="list-style-type: none"> ○ Based on an estimate of 1755 student enrolments ○ Department provided a 1.5% increase on the per student funding ● New hospitality building construction is delayed until the Easter 2022 holidays. Existing budget for this is being retained until construction commences. ● Transportable classrooms will be commissioned next year to accommodate for the increase in the Yr 7 student cohort. 	
2.2	<p>Principal's Report</p> <ul style="list-style-type: none"> ● Staff COVID Vaccinations <ul style="list-style-type: none"> ○ Staff are being reminded that vaccinations are mandatory if they intend to work in school in 2022. The first vaccine must be received by 31 December and the second prior to the start of the school year. ○ Most staff have already indicated that they are fully vaccinated, or intend to vaccinate as mandated. ● Additional Vaccination Requirements <ul style="list-style-type: none"> ○ All regular visitors and parents will also require proof of vaccination, including canteen and other volunteers, contractors and external providers, members of the P&C and School Boards. ○ <i>Question: how will you maintain and police these vaccination records?</i> <ul style="list-style-type: none"> ▪ <i>PL: yet to be determined, the Department has been asked these questions and advice is yet to be received.</i> ● School Board <ul style="list-style-type: none"> ○ Congratulations to Ben Kelly who was the sole nomination for the Staff Representative position on the school board for 2022-23. ○ Another vacancy has arisen that will be filled in 2022. ● New \$1.5m STEM Building <ul style="list-style-type: none"> ○ Department planning officials will be visiting the school to discuss plans and timelines for the new STEM centre. ○ The timing of the construction has not yet been determined (potentially 2023, ready for the 2024 school year). ○ Looking to be more creative with the school's space to ensure we retain as much green space as possible. ● Staff leaving <ul style="list-style-type: none"> ○ Thanks are extended to those staff not returning or taking extended leave in 2022. ○ <i>Question: any concerns with any of the staff who are leaving, any gaps?</i> <ul style="list-style-type: none"> ▪ <i>PL: Possibly. A couple of specialist roles don't have immediate replacements at this point in time.</i> 	
2.3	<p>Student Council Report</p> <ul style="list-style-type: none"> ● Nothing to report. 	
2.4	<p>P&C Report</p> <ul style="list-style-type: none"> ● AG presented the minutes from the meeting on 1 November (14 attendees, 5 apologies) ● WACSSO Conference Feedback <ul style="list-style-type: none"> ○ The conference was very informative, with enjoyable keynote speakers and workshops. ● A year end social is being planned after the final P&C meeting for 2021. ● Canteen <ul style="list-style-type: none"> ○ Square registers continue to work well, although some minor technical issues are still being addressed. ○ Profit for Term 2 of \$6500. ● The Fathering Project Car Rally is scheduled for 28 November and all fathers, parents and other caregivers are invited. <ul style="list-style-type: none"> ○ <i>Question: is the Fathering Project very active at the moment?</i> <ul style="list-style-type: none"> ▪ <i>AG: Yes, very active.</i> 	

3.0	General Business	
3.1	Business Plan 2022 Update <ul style="list-style-type: none"> PC is an apology so this update will be presented at the next meeting. PL advised a committee is working on this Business Plan Update and is progressing well. 	
3.2	School Board Appointments 2022 <ul style="list-style-type: none"> Voting for 2022 Vacant Board Positions <ul style="list-style-type: none"> 1 x Community Representative 2022-2024 (5 nominations received) Damien Ewington was offered the position on the Board. Due to the overwhelmingly strong response, Malar Jayaprakash was also recommended to be added as a Community Representative. Appointment of Board Positions for 2022 <ul style="list-style-type: none"> Chairperson <ul style="list-style-type: none"> Damien Ewington was the sole nomination and was endorsed by the Board members. Secretary <ul style="list-style-type: none"> Andrew Dwyer was the sole nomination and was endorsed by the Board members. Progress on Parent Positions <ul style="list-style-type: none"> Five parent nominations had been received at the time of the meeting Nominations close at 5pm 26 November and will then be circulated to the school community for voting. 	77.1 MB to update the terms of reference to increase the number of Community Representatives on the Board 77.2 MB to notify all remaining Community candidates and advise those applicable to nominate as parents
3.3	Board Awards <ul style="list-style-type: none"> MB presented the Board Awards for Excellence. <ul style="list-style-type: none"> Three recommendations were presented Endorsed WA Department of Education Awards 2022 <ul style="list-style-type: none"> LH strongly recommended that the time to start writing the nomination is now. <ul style="list-style-type: none"> PL agrees but recommends starting this process early in the 2022 school year. 	77.3 DE to commence process for developing the nomination documents as soon as possible in 2022. 77.4 MB to liaise with MP to organise award certificates and frames for the award winners.
3.4	Change to Board Meeting Date 2022 <ul style="list-style-type: none"> MB proposed a change to the date for one of the meetings in 2022 <ul style="list-style-type: none"> Changed from 12 May 2022 to 19 May 2022 Endorsed 	
4.0	Other Business	
	<ul style="list-style-type: none"> PL: Offered a round of congratulations to those members leaving us at the end of 2022, especially MB for his service to the Board as Secretary and Chairperson during his lengthy tenure. 	
	Close	
	<ul style="list-style-type: none"> The meeting was closed by MB at 6.45 pm. 	
	Meeting Feedback	
	<ul style="list-style-type: none"> Link to board member feedback on meeting effectiveness: <p>None provided</p>	
	Next Meeting	
	<ul style="list-style-type: none"> Next Meeting: 5.30 pm, Thursday 9th December, Location TBA 	

Signed (Chair)

Date: