LYNWOOD SENIOR HIGH SCHOOL

SCHOOL BOARD MEETING

Minutes of Meeting held on Monday 16th February 2015 at 1.00 pm

Present: Gary Anderson (Chair), Vanessa Maverick, Christine Bone, Chris Vyse, Giles Nunis, Godfrey Lowe, Trevor Cochrane -1.20pm arrival, Damien Snow -1.20pm arrival.
Scribe: Janina Gunter

1.1) Opening of School Board meeting at 1.06pm and welcome by Board Chair – Gary Anderson

1.2) Apologies/Absentees: Tanja Pope, Ursula Alexander, Bruce Henderson, Bill Johnston, Tracy Carstairs

1.3) Confirmation of Agenda: Gary Anderson

2.1) Confirmation of Previous Minutes of 17th November 2014

Moved: Godfrey Lowe
Seconded: Chris Vyse
Endorsed

2.2) Business Arising:

Gary welcomed back Board members

- Gary informed that LSHS has survived the start up of Year 7s 2015 and felt that both the school and students were well prepared. Year 7s are mixing with the general population, with no issues to date.
- Gary informed that there have been some technology issues with the Sound Way program, will reassess at the end of Term 1.

4.0) One Line Budget 2014

Christine tabled the 2014 December report and advised of a projected variance SFSA of $114,795 will be carried over for the Student Centred Funding Model, plus Salary Pool balance of approx. $7000 which is expected to be received in March 2015.

- Actual 2014 rollover figure is $259,949 for Comparative Budget report.

- Motion to endorse the 2014 December report as presented:

Moved: Giles Nunis
Seconded: Godfrey Lowe

5.0) One Line Budget 2015

Christine tabled the 2015 Final Budget and advised of the following:

- Funds have been transferred from closed account previously School Grant to account C3205 – Student Centred Funding Model.
- Figures highlighted in grey may change when we receive Student Centred Funding Model
- Gary advised that LSHS withdrew from RFSA long ago and it is anticipated that the deficit of $361,000 will be wiped.
- The Student Centred Funding Model is based on census figures, the figures are similar to projected amount.
• Extra VET funding per capita.
• Giles queried that if more teachers are required is extra funding received. Christine advised that funding of approximately $14 mil, includes running costs and salaries, does not give more contingencies. Currently looking at $1.1 mil to run the school in cash. Reserve accounts are buoyant at $700-800k. Flexibility of 3% which includes initiatives for extra Head of Lower School and Deputy, includes extra funding from SEDA contract valued at $1.8/$1.9 mil.
Motion to endorse the One Line Budget 2015.
Moved: Giles Nunis
Seconded: Godfrey Lowe

6.0) Principals’ Report
Gary tabled the February 2015 Principal’s Board Report and gave a brief summary of the following points:
• We have lost 2 or 3 staff due to retirement
• Have gained several SWITH teachers. Giles queried if SWITH teachers undergo secondary training. Gary confirmed that SWITH teachers have extensive training prior to coming on board. Switch teachers are teaching Years 7 to 10 and are finding their way in the transition from primary teaching to secondary teaching.
• The Sound Way literacy initiative runs every day for 2 periods. Gary is hoping for consolidation for pre and post NAPLAN results.
• The Macbook program has not taken off as well as hoped. Godfrey raised if there is a known % of students without Macbooks. Gary confirmed approximately 50% of parents are unwilling to commit to the Macbook program due to affordability and some parental expectations that the government should supply Macbooks. Gary advised that there are trolleys of Macbooks in learning areas that can be booked out for classrooms at a time. Gary advised that Seqta is no longer an IT option, Connect (Education Department program) is meeting all requirements and is free of charge.
• Power outages have been an issue in the last few weeks due to running of extra whiteboards and air conditioners. Gary stated that it may eventually become a Western Power issue, stating that an alternative energy source is a desirable outcome. Trevor raised whether power audits could become part of the curriculum within the Sustainability focus. Gary advised that aspects are covered in Science and Society & Environment however the Environment & Sustainability committee does not have that level of Sophistication as yet. Solar panels will be addressed through the Environment & Sustainability committee. Trevor requested to attend the Environment & Sustainability committee meeting on Friday 20th February 2015.

7.0) Agenda items:
7.1) Year 12 results: Gary stated that the half year cohort was always going to be problematic as the half year cohort was an interesting group of students. Gary stated the achievement of the half year cohort group was exceptional. The half year cohort achieved more and exceeded their potential particularly with the VET tables. Gary informed that three 2015 students have predicted ATARs of 99+ and five more students are expected to achieve ATARs of 95+. The following two high achieving students have been voted as School Captains for 2015; Mitchell Poole and Selene Mah. Giles congratulated Gary and the LSHS team on outstanding 2014 results. Gary noted that LSHS teacher Hui Wang is the mother of the 2014 Beasley Medal winner.

7.2) Working parties: Gary suggested working parties break off for internal discussions every 2nd Board meeting. Giles suggested that each working party has a lead Board member to drive the meetings. Giles offered to take the lead in the Lynwood/Parkwood committee. Trevor nominated to take the lead in the School communications committee. Bruce was nominated as the candidate for external income streams and grants.
• School communications committee - Tanja Pope, Tracy Carstairs and Janina Gunter.
  Trevor offered to sit in on future Public Relations committee meetings, noting that he would not be able to attend the meeting scheduled for Wednesday 18th February due to interstate commitments.
  Action: PR team to advise Trevor of future meetings.
• Lynwood/Parkwood relationship committee - Giles Nunis, Gary Anderson and Godfrey Lowe.
  Gary advised that a catalyst had occurred whilst LSHS Deputies were presenting to students at Parkwood Primary. Gary has discussed the issue with Parkwood Principal Paul Burke and is back on Parkwood’s agenda. Gary, Godfrey and Giles to discuss what that looks like into the future.
• Pursuit of external income streams, grants or sponsorships/partnership: Bruce Henderson
• Board Networking Committee: Work through Board members to gravitate and work through Gary to work through Janina.
7.3) **Business Plan:** Gary advised the Business Plan is almost complete a copy of the draft Business Plan will be forwarded to Board members in the near future. The Business Plan is scheduled for endorsement in May.

7.4) **Annual report:** Gary informed that IT will be included in the 3 core priorities. The draft Annual report will be forwarded to Board members in the next 3 weeks.

7.5) **Public forum:** Gary advised that it is the intention to target Year 6 primary parents from feeder schools. The date of the Public Forum is to be confirmed, however it is likely to be held in Week 3 - Term 2.

7.6) **School Innovations Program:**

- **New initiatives:** Gary informed of an initiative to dispense approx. $100,000 per year of accumulated funds through learning areas for resource requirements within classroom environments and education and technology. All submissions will be forwarded to Gary then passed to the Executive team who will prioritise and dispense to further committees.

- **Specialist programs:** Trevor asked how we measure the progress/success of specialist programs, Gary stated that the progress/success is in the buoyancy of numbers and quality students attracted to the specialist programs. Gary stated that our students are untapped resources, mentioning that our Year 9 students won the Curtin Engineering Challenge in 2014. Trevor suggested elements to help achieve further success and to attract investment. Trevor suggested that media organisations may have interest in following projects and specialised classes. The school could benefit from the involvement of Kings Park, the Perth Zoo, Swan River Trust and others. These organisations are all looking at elements in sustainable education. Gary stated that he would like for LSHS to go in this direction. Trevor suggested a master plan to take the curriculum in this direction, essentially making LSHS a lighthouse school, adding that core objectives would need to be identified. Gary suggested the Environment Committee could come up with a master plan that feeds the lot. Trevor suggested a large number of organisations could be attracted with ongoing contributions for Horticulture developments, however a process is needed to start designs and components. Trevor has a concept to install sustainable classrooms in an external area, this could encompass cooking, food production, worm farms and composting. Trevor suggested developing a strategy at a tactical level, adding that it may be a 5 year process with a commercial value. Trevor stated that he would like to make a positive contribution. Gary informed that both Jo Willisee and Fiona Marr can offer a great deal of expertise.

- **Chaplaincy:** Gary advised that no Federal funding will be received for school Chaplain Loreto Bennetts, criteria is set on the SEI table and student management behaviour and attendance rates. Godfrey raised if external funding is a possibility, Gary confirmed that we can survive, however it is a finite resource. Gary is budgeting to fund Loreto’s position for the next 2 years. Godfrey suggested working parties could work on funding. Giles queried if it is Education Department policy to retain Chaplains, Gary confirmed that each school makes its own decision, noting that our Chaplain Loreto Bennetts is non- secular in her brief in dealing with students.

7.7) **Motion to close early:** Gary raised a motion for early close for both the senior school parent/teacher report afternoon on March 25th and the lower school parent/teacher report evening on May 6th 2015.

- **Moved:** Trevor Cochrane
- **Carried**

7.8) Gary reminded Board members to feel free to add items to Board Agendas, or to contact Gary for discussion of ideas prior to meetings.

7.9) Gary informed that he has been seconded to Statewide Services to fill a position which gives Gary the opportunity to be part of a project on encouraging ATAR participation and to consult and to advise Principals for DES reviews for Terms 2 & 3. Gary stated that he will gain valuable experience to see what’s happening in other schools. Andrew Jack - Senior School Deputy will step into the Principals role in Gary’s absence. Gary will continue to be involved and will continue to work externally with working parties. Gary also advised that he will be on leave during March due to knee surgery and long service leave.

8.0) **Meeting Closed** at 2.47pm.

**Summary of Actions:**

- Janina to inform Trevor of future PR meetings

**Calendar of Meetings 2015: Board Room**

<table>
<thead>
<tr>
<th>Term</th>
<th>Term 1</th>
<th>Term 2</th>
<th>Term 3</th>
<th>Term 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.00-3.00pm</td>
<td>16th February</td>
<td>4th May AGM</td>
<td>3rd August</td>
<td>26th October</td>
</tr>
<tr>
<td>1.00-3.00pm</td>
<td>30th March</td>
<td>15th June</td>
<td>14th September</td>
<td>23rd November</td>
</tr>
</tbody>
</table>