



# KENT STREET

## SENIOR HIGH SCHOOL

*Minutes of the Kent Street Board – Meeting No. 7 held on 10 November 2015*

**MEMBERSHIP:** Graeme Eley, James Deacon, Steve Sitienei, Ida Suhadji, Scott Montgomery, Misha Mamo, Kath Ward, Paul Currie, George Hayden, Sharron Sutton, Lyn Diver.

<b>1.0</b>	<b>Welcome and apologies</b>	<b>ACTIONS</b>
1.1	Opening and welcome. <ul style="list-style-type: none"> <li>The meeting was opened by Graeme Eley at 6.30 pm.</li> </ul>	
1.2	Apologies: James Deacon Non-attendance – Ida Suhadji	
1.3	Confirmation of agenda. <i>The Council confirmed the agenda.</i>	
<b>2.0</b>	<b>Disclosure of interest</b>	
2.1	No changes.	
<b>3.0</b>	<b>Minutes of previous meeting</b>	
3.1	Review minutes of previous meeting. Graeme Eley presented to the Council the minutes of the 22 <i>September 2015</i> meeting for approval. Sharron moved to accept and Scott seconded the acceptance of the minutes. Carried. The Council endorsed the minutes of the previous meeting as complete and accurate.	
<b>4.0</b>	<b>Business Arising</b>	
4.1	Publishing of board minutes. <ul style="list-style-type: none"> <li>Kath contacted the IPS team to find out the usual protocol. This is to publish the minutes however a set of guidelines to be used for publishing the minutes. Transparency must be apparent within the minutes. Specifics of conversation not usually minuted. Names only published in certain circumstances – ie to move and second motions.</li> </ul> Consensus that the minutes are published with ratification from the Board. The Chair to approve prior to publication. <ul style="list-style-type: none"> <li>Suzy Urbaniak was not the successful applicant for the WA Education Award. However, today Kath submitted Suzy as her recommendation for the Sangora Foundation applicant.</li> </ul>	From Kath
<b>AGENDA ITEMS</b>		
<b>1.0</b>	<b>Principal Report</b>	
	Kath presented her report which included the following issues; <ul style="list-style-type: none"> <li>Staffing</li> </ul>	



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	<ul style="list-style-type: none"> <li>• IPS Principals meeting with the DG</li> <li>• PBS</li> <li>• Perimeter fencing</li> <li>• WA Education Awards</li> <li>• Year 12 leavers</li> </ul> <p>Please note a full copy of Principal's Report is attached.</p>	<p>Preferred parking for the evening – parking information to be shared with community.</p>
<b>2.0</b>	<b>Financial Report</b>	
	<p>Merilyn Harvey presented the financial reports.          Comparative Budget Report was presented as of 16 September 2015.          71% Voluntary Contributions Year 7 – 10 collected to date.          64% Total Charges collected Year 7 – 12.</p> <p>The school is still waiting for the census over count – approx. \$51K          All learning areas expenditure ceases at the end of term 3.          \$519K rollover figure at the moment – however there are still outstanding invoices and utilities to pay through to March 2016.          Draft budget to be completed for final finance meeting.          School does not receive any funds for 2016 until March 2016.          Letters, statements and reminders have been sent to any families with outstanding balances greater than \$300. This has increased our collection rates to;          71% Voluntary Contributions Year 7 – 10 collected to date.          64% Total Charges collected Year 7 – 12.</p> <p>Subject selection statements have been sent out. 50% of electives and subject charges are to be paid.</p> <p>Contributions &amp; Charges booklet presented with the additional items.</p> <ol style="list-style-type: none"> <li>1. Year 7 Camp to be a on site incursion one night sleep over - \$200 to \$60</li> <li>2. \$35 Reward excursion Adventure World</li> <li>3. Hillside Farm – Cert I in Horticulture - \$200</li> </ol> <p>Misha moved and Sharron seconded.          Board endorses the 2016 Contributions and Charges Booklet.</p>	<p>Check with Merilyn</p> <p>To be uploaded to website and SEQTA-Louise</p>



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## SENIOR HIGH SCHOOL

<b>3.0</b>	<b>NAPLAN Progress data</b>	
	<p>Kath presented NAPLAN progress data in from 2013 to 2015 in Numeracy , Reading and Writing. Note ; results are comparable to like schools.</p> <p>For 2016 – Year 7 and 8 students. The school is aiming to improve upon these levels – students that need extra help will be put into literacy and numeracy focus classes – this does reduce their elective choices.</p>	
<b>4.0</b>	<b>VET Analysis</b>	
	<p>Paul presented data-</p> <p>2011 – 23% of students achieved a Cert II or higher</p> <p>2014 – 49% of students achieved a Cert II or higher</p> <p>2015 – it is predicted that 88% will achieve a Cert II or higher</p> <p>Brian Gould is an outstanding VET Coordinator and has achieved remarkable results.</p> <p>100% of students enrolled in the following Cert's will achieve them;</p> <ul style="list-style-type: none"> <li>• Conservation &amp; Land Management</li> <li>• Engineering</li> <li>• Engineering pathways</li> <li>• Sport &amp; Recreation (Cricket)</li> </ul> <p>This is a great achievement.</p> <p>Discussion on the changes that happened in regards to Certs provisions within schools – enormous impact on all schools.</p>	<p>Formal letter of acknowledgement from the Board.</p>
<b>5.0</b>	<b>Complaints Management policy</b>	
	<p>Graeme presented the policy. Review and discussion. Three stage process.</p> <p>Scott moves and Steve seconded.</p> <p>Reviewed by Board to be on policy before upload.</p> <p>Board endorses the policy.</p>	<p>To put on website - Louise</p>
<b>6.0</b>	<b>General Business</b>	
	<p>Request to defer next meeting to Tuesday of week ten – 15 December 2015.</p> <p>Accepted</p> <p>A calendar provided for all board members – important functions and board meetings etc.</p> <p>Whole school events for the board. At least one board member to attend each whole school event.</p>	



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	<p>A school board award – will be presented to a staff member at the end of year assembly.          This year the leadership to choose. 2016 the board to set a criteria – a changing award.</p>	<p>Kath to discuss with Susan Lees – share current awards with board to find a opportunity.          Leadership to put name forward.          A new staff member – rising star 2015.</p>
<b>12.0</b>	<b>Next Meeting</b>	
	Tuesday 15 December 2015 at 6.30pm	
<b>13.0</b>	<b>Round table evaluation of meeting</b>	
	Happy, good decisions. Good tweak of the format. Good business. Better chance for discussion with info being given prior to meeting – pre read NO Acronyms.	
<b>14.0</b>	<b>Meeting closed</b>	
	7.50 pm	

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 Signed (Chair)

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 Date: