

Board Meeting Minutes

Principal (1) Kerry Chipchase Manager Corp Services (ex-officio): Lyn Harris/Bronwyn Thornton	Community Reps (3) Brendon Boyes (<i>June 2022 – June 2023</i>) Nathan Bushby (<i>August 2022 – August 2023</i>)	Parent Reps (6) CHAIR Mathew Della Franca (<i>May 2021– May 2026</i>) Anna Bunn (<i>April 2018 – June 2024</i>) Amanda McGovern (<i>October 2018 – October 2023</i>) Chris Tung (<i>June 2023 – June 2026</i>) Chris Wessels (<i>August 2021 – August 2024</i>)	Staff Reps (3) Emma Gallager (<i>Feb 2023- Feb 2025</i>) Donna Gardiner (<i>Feb 2023- Feb 2025</i>) Hayley Trueman (<i>June 2023 – June 2025</i>)	Student Reps (2) Chloe Mouritz Grace Reid Brandyn Murley
Committee	School Board	SCRIBE: Katharine Harrington CHAIR: Mathew Della Franca	DATE: 28 August 2023	
PRESENT:	Brendon Boyes, Anna Bunn, Kerry Chipchase, Mathew Della Franca, Emma Gallager, Donna Gardiner, Grace Innes, Amanda McGovern, Chloe Mouritz, Brandyn Murley, Grace Reid, Chris Tung, Chris Wessels, Annabel Zwickl			
Apologies:	Nathan Bushby, Donna Gardiner, Hayley Trueman			
PREVIOUS MINUTES:	24 July 2023 Moved by: Anna Bunn Seconded: Chris Wessels			
NEXT MEETING:	Chair: Mathew Della Franca Date: 23 October 2023			

TOPIC	DISCUSSION	ACTION	WHO	DATE
Welcome and Introductions				
<p>The Chair opened the meeting with an acknowledgement of country.</p> <p><i>“I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Beeloo people. It is a privilege to be standing on Beeloo country. I also acknowledge the contributions of Aboriginal Australians and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together – Australia.”</i></p> <p><i>The Board Chair and Principal expressed their appreciation to Chloe and Brandyn who officially step down from the Board today. They are welcome to continue to attend as they do their handover. They also thanked Amanda McGovern for her service to the Board and the school over the past 5 years.</i></p>				

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Conflict of Interest	<ul style="list-style-type: none"> Board members should declare any conflicts of interest (as per the Code of Conduct). <i>Nil.</i> 			
Staff Presentations				
Callum Millard – Building Plan – Callum discussed the need for the Board to have a more distilled document available for the Board to hand off to other people. This should be distributed to the Board. Callum to liaise with Bronwyn and Chris Wessels to provide this document. See Building Portfolio.				
Financial Report	Discussion	Action	Who	Date
1. Contribution and Charges information. 2. School Financial Summary July 2023 3. Balcatta SHS Visit	<p>Contribution and Charges for 2024 – one late addition. Officially accepted. Uni ready program – for non ATAR students. Can select and do while at school, will receive notional 70 ATAR on comp. \$400 cost applied by Curtin, 4 units at a cost of \$85 each plus nominal extras (photocopying). not LSHS. Pre packaged model. Opportunity for all students to be successful.</p> <p>Looked at BPoint. Will remain with current payment system as we change from Bankwest to Commonwealth but noted significant benefits of BPoint including improved collection rates.</p>	<p><i>Board moved that the 2024 Contribution and Charges and the additional cost of \$400 for Uniready be approved.</i></p> <p><i>Moved: Bronwyn Thornton</i> <i>Seconded: Anna Bunn</i> <i>Carried: unanimously</i></p>		
Business Arising				
1. Community Representatives	<p>Chloe will be eligible to stand as a community member in 2024. Brendon no longer eligible as Community Rep after his year.</p> <p>Look to review committee focus at later meetings and target Community members who best fit.</p>	<p>Add to agenda at a later meeting. KH to advertise for parent rep, 1 immediately and 1 next year.</p>	<p>KH KH</p>	ongoing
School /Board Business				
School Board Business Kerry/Mathew	<ul style="list-style-type: none"> Bushfire Plan – this has been reviewed and uploaded to the Department. Bushfire pipe ongoing. High pressure water will now be available. 			

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	<ul style="list-style-type: none"> Board Award proforma – changes to be made: <i>Update wording on form to state “Will recognise all staff.”</i> <i>And “Demonstrates one or more of these values”.</i> 	KH to update and send to Board.	KH	asap
Principal’s Report				
Principal’s report	<p>National Survey – will be distributed to staff, students and parents this week (30/08/23).</p> <p>Business Plan discussed and high level review</p>	<p>NFA</p> <p>Amend acknowledgement of Country to match Annual Report.</p> <p>Draft Business Plan to be sent to the Board. Any comments to be sent to Kerry (cc Donna Gardiner) by Friday 9.00am.</p>	<p>DG to update</p> <p>Board</p>	<p>Asap</p> <p>1 September</p>
Portfolio reports				
Student Report	<ul style="list-style-type: none"> Student Council attended Parliament House for lunch with Matthew Hughes. Discussion on charities to be supported with fundraising Next meeting on Thursday – will be discussing name of school student leaders. Students are not fond of School Captain title. School Captains to present at City of Kalamunda 29/08/23 Student Leadership Group. Old Basketball courts -are out of bounds. Hopes to redevelop. 	<p>Part of the Building Plan. KC and BT monitoring.</p>	KC/BT	Ongoing
STEM	<ul style="list-style-type: none"> STEM Facility Update provide by Emma Gallagher – limited progress. Meeting with Dept of Finance and Dept of Education. Limited option to adjust any part of the build. Emma gave presentation to the Board (from presentation to teaching staff) on the direction of STEM 	<p>Board invited to give input into what the core STEM focus of the school could be.</p>	Board	Ongoing

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	<p>in the school, consideration to future job market and how to make LSHS a STEM centre of choice.</p> <p>Raised pipeline will be in front of the building. Currently investigating flexible furnishing and fixtures. Once identified School Leadership to commence discussions with funding support from P&C for internal fixtures (e.g. Desks etc)</p>			
Building	<ul style="list-style-type: none"> Building Plan – Priority Projects are Kiss and Drive and Admin/ student services extension?. A one-page summary document would allow the school to present these ideas to key stakeholders e.g. Education Dept, Minister and others on why it’s important to LSHS 	Develop a one-page summary/ overview document for high priority projects – “Kiss & Drive” student collection area and Student services building.	CW/ CM	30/09/23
General Business				
Other Business				
Board Member Mandatory Training Requirements	(Accountable and Ethical Decision-Making, Aboriginal and Torres Strait Islander cultural awareness, Good Governance)	A reminder to Board members to complete training.	Board	asap
Next Board meeting	Date changed to 23 October.	KH to issue updated calendar invite.	KH	asap
Meeting closed:		Next meeting: 23 October 2023		

I confirm these minutes to be a true and accurate record of the proceedings of this meeting.

Chairperson

Date