

Board Meeting Minutes



Principal (1) Kerry Chipchase Manager Corp Services (ex-officio): Lyn Harris/Bronwyn Thornton	Community Reps (3) Anmol Kumar	Parent Reps (5) Chair Mathew Della Franca <i>(May 2021– May 2026)</i> Brendon Boyes <i>(February 2024 – February 2027)</i> Anna Bunn <i>(April 2018- April 2024)</i> Renee De Prazer <i>(February 2024 – February 2027)</i> Chris Wessels <i>(May 2022 – May 2024)</i> Chris Tung <i>(June 2023 – June 2026)</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) Grace Innes Grace Reid Annabelle Zwickl
Committee	School Board	SCRIBE: Katharine Harrington	DATE:5 February 2024	
PRESENT:	Brendon Boyes, Anna Bunn, Mathew Della Franca, Renee De Prazer, Emma Gallager Donna Gardiner, Grace Innes, Grace Reid, Bronwyn Thornton, Hayley Trueman, Chris Tung, Chris Wessels, Annabelle Zwickl			
Apologies:	Kerry Chipchase,			
PREVIOUS MINUTES:	20 November 2023 Moved by: Anna Bunn Seconded: Hayley Trueman			
NEXT MEETING:	Chair: Mathew Della Franca Date: 11 March 2024			

TOPIC	DISCUSSION	ACTION	WHO	DATE
Welcome and Introductions				
Welcome and introductions	Mathew welcomed Anmol Kumar, Community Representative and Renee De Prazer, Parent rep.			

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TOPIC	DISCUSSION	ACTION	WHO	DATE
Conflicts of Interest	Board members should declare any conflicts of interest (as per the Code of Conduct)			
Financial report				
2023 Financial review	<p>Bronwyn presented a review of spending in 2023 (see attached). Members, particularly new members are invited to speak to Bronwyn if they have any questions.</p> <p>Discussion about using surplus for salaries or converting to cash. Surpluses at the beginning of 4th term indicate the carry over for the following year and allows upgrades to be completed over the summer break (replacing evap with split systems, upgrade to carpark, painting).</p> <p>Annual report will include a snapshot of these figures.</p> <p>At this time not known what impact the increase in funding from the government will have.</p> <p>Enrolments – close projection of enrolment figures. Census figures will be finalized next week.</p> <p>C&Cs k-10 Voluntary amount \$235.</p> <p>In 9 and 10 additional funds for selected options. 3 letters and a final tax invoice were sent to Year 12 which resulted in a small increase in payments. Looking to starting at Year 9s to educate parents as to these costs.</p> <p>Collection rate at LSHS is favourable compared to other like schools.</p>	The Finance Committee welcomes a Board member representative to the committee. Please speak to Bronwyn if you are interested in this position. Brendon Boyes interested in attending the Finance meetings.	Board members	ongoing
Business Arising				

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TOPIC	DISCUSSION	ACTION	WHO	DATE
Building Plan (CW)	Report from Chris Wessels attached.	Board members invited to join this portfolio group.	Board	Ongoing
	Emma Gallager updated the board on progress of STEM build.			
	Kiss and Drive – concern as to lack of concern about Pomeroy Road parking. Mathew has had several communications with CoK about dedicated drop off area. Would like more discussion outside Board meeting and would like to seek involvement from the school and community.	Board to drive this initiative and seek support from school. MDF to arrange a meeting.	MDF	Ongoing
	Student Services Building – grant – no response has been received. Additional Student support funding – 0.8 FTE 6 months appointment.	Looking at different strategies to promote these key projects.	MDF	Ongoing
School /Board Business				
1. Tenure review (MDF)				
<ul style="list-style-type: none"> • Community Rep tenure review (Appointed not elected) • Parent Rep tenure review (elected by parents) 	<p>Anmol has indicated at this stage he would like to nominate for 1 year. Board has approved his appointment via email and at the Board meeting.</p> <p>Anna will be finishing in May. Chris’s tenure finishes in May.</p>	<p>Board approved his appointment. KH to add to Connect etc</p> <p>KH to confirm process for Chris Wessels who would like to continue his membership on the Board.</p>	<p>KH</p> <p>KH</p>	<p>Asap</p> <p>asap</p>

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TOPIC	DISCUSSION	ACTION	WHO	DATE
<ul style="list-style-type: none"> Staff Rep tenure review (elected by staff) 	Staff membership complete at this time.			
2. Staff presentation ideas for 2024 (MDF)	Ideas for staff presentations for 2024 Vaping Mental health Diversity Disability Uniready Wellbeing Support for students and staff Community relationships Careers LSHS Industry partners/ connections DG suggested a ‘speed dating’ type presentation from multiple staff.	Board to discuss best process and refer back to DG.	Board	Meeting 2
3. Review Crim Check and Professional Learning compliance (MDF)	Board Members encouraged to complete the online training.	KH to resend training link.	KH	asap
4. Board Award review (MDF)	Room for improvement in this. Suggested that nominations be called for throughout the year. Concern as to comparing ‘oranges’ and ‘apples’. Staff nominated given the opportunity to write about themselves. This would then go through to the Board. Discussion about Exec as a filter. Opportunity for PD – promotional writing? Use Terms 2 and 3 to call for nominations?	Exec to discuss at Exec meeting and refer back to Board	Exec	Week 3
5. Board reports <ul style="list-style-type: none"> Principal Report 	Principal’s report <ul style="list-style-type: none"> Leaders came back January 25, we welcomed a new HOLA of English Di Bunten. Acting positions are science, 			

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	<p>maths, LS Pro Co and LS Deputy, data share, priorities in BP</p> <ul style="list-style-type: none"> • All staff back on SDD Day 1 and 2: Welcome to Country by Robin Collard and grandson Tryst, Board awards presented by Matt, session on enabling conditions for success with staff and Kyzen 1 per cent more each day incrementally provides foundation for organisational improvements, QTS Feedback, Willsy memorial room dedication with family, Literacy and numeracy, STEM and IT PL, data SS/LS, expectations for students, LINKS (CMS, SEL, staff wellbeing, Diversity, STEM, Sustainability). • Students return - calm and older students set tone and were helpful to younger students, extreme weather policy enacted- today first time Year 7s allowed on oval and outside BB courts. • Celebration assembly- Year 11 and 12- awards given • Tone setting only years left are 7 (interrupted due to school closure) and 10 to be completed. • We welcome new students and RDHS students. • Year 12s already on first excursion to explore options at Curtin University with Year Cos etc. • Photo Day Thursday 7-10 and next Monday 11/12 and staff. • Monday 12 February 3.30 in Corral – welcome back the class of 2023. • NAPLAN – excellent results. • School closure: water leak, push notification, text, email and Connect. Learn from interactions with central and regional staff. Principals are not allowed to close schools. 	<p>Board members invited to attend.</p> <p>Donna is collating feedback from all stakeholders to provide a report back to the Director General. Board</p>	<p>Board</p>	<p>12 February</p>

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<ul style="list-style-type: none"> • Chair Report • Portfolio Reports • Student Reports 		members are welcome to provide feedback through Donna.		
	<ul style="list-style-type: none"> • Chair report – Board Awards, Senior School Awards celebration. Facebook campaign to recruit community rep. 			
	<ul style="list-style-type: none"> • STEM Facility – Emma G commented to say final design progressed and STEM building to commence with est. completion Jan 2025 			
	<ul style="list-style-type: none"> • Curtin Excursion very good. • Shutdown • Concern as to Year 12 car parking situation. 	Board would like to work with students on the issues of Pomeroy Road Parking.	Board	Ongoing
Other Business				
Meeting closed: 7.00pm		Next meeting: 11 March 2024		

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

Chairperson

Date