

MINUTES OF MEETING No 16

Held at Greenwood College 20 August 2014

ATTENDEES: J Harris, T Dunn, K Starr, S Elliss, C Anderson, G Burnside, G Grundy, B Tooker, A Mitchell, L Cohen, M Williams, D Jones
 Students : David Mahood, Miriam Lenghel Year 12; Brendan Burnside, Jessica Laden Year 11, Nycolle Paes Leme Da Fonseca IEC, Rowan Ireland, Bella Peardon Year 10.

1.0	Welcome and Apologies	ACTIONS
1.1	Meeting opened at 6.00 pm.	Noted
1.2	Apologies: D Mayes, M Bell, L Hunt	Noted
1.3	Confirmation of the agenda	B Tooker
1.4	Special Student Forum	
	<p>Students were given outlines about what they may want to talk about but asked to be honest.</p> <p><i>Introductions:</i></p> <p>Brendan Burnside Year 11 Has been in the Music program since Year 8. Been on the many camps and performances and it has been a great experience. Finds that in upper school teachers treat you differently. Students are able to have real conversations with teachers. He likes the murals and pictures around the school which cover the brown bricks and would like fewer stairs.</p> <p>Nycolle Paes Leme Da Fonseca IEC Nycolle is from Brazil. Greenwood College is a good school and very different to Brazil. Schools there are not free and students are not able to go outside and everything is locked. Greenwood is a good school and she feels free. It was difficult to start - but once she learned English it was much better.</p> <p>Jessica Laden Year 11 Jessica likes the small size of Greenwood and feels it has a good atmosphere. She started ATAR this year. Behaviour is different from Year 10 to Year 11. Teachers treat you less childlike. Upper school students are given more responsibility.</p> <p>Rowan Ireland Year 10 Has been at Greenwood for three years. Came from Scotland. Greenwood has a friendly environment. There is a good connection between students and teachers. Rowan is involved in the Volleyball program and this has given her great opportunities such as representing the state.</p> <p>David Mahood Year 12 Came to Greenwood from a private school partly because his mum was the Chaplain and his brother didn't have the marks for ATAR at the private school and was told he had to do TAFE. After discussions with J Harris they came here and tried ATAR and was offered support. He went through the ATAR program. Now doing his last year of Sports Science at university. It is friendlier here. Teachers are encouraging to talented students in the year group but more help is offered to lower ability students.</p> <p><i>What would you change:</i> Gym weights room a bit small. The gym is not high enough for volleyball and would like room enough for a second court.</p> <p>Miriam Lenghel Year 12 Has been at Greenwood for five years from private primary school. All teachers are supportive and the orientation and support given in the beginning makes you want to stay for the whole five years. It is a nice school and now that we have become an IPS it has attracted more students and has new updated facilities and</p>	<p>Note</p>

friendly atmosphere.

Would like to change: The gym change rooms need updating.

Bella Peardon Year 10

Bella is involved in the cheerleading team, the Titans and not many schools give you that opportunity.

Would like to change: Toilets in English and S&E need updating.

Question: Charmaine - Has the college prepared you for next year (Year 12 students)?

Miriam - the biggest jump was from Year 10 to Year 11. Year 10 did not quite get you ready. Year 10 should have more preparation. Year 11 to Year 12 preparation is better.

David – Agreed with Miriam and the prep for Year 12 seems to be good. The teachers leave it up to you to hand in assignments etc, so that is good preparation for university. The only change will be the uniforms.

Question: Lynne - What career guidance are you getting? Did you know what you wanted to do or did the school help?

David - wants to be a professional ice hockey player. School helps – in upper school once you do the subjects you can tell what you like and the teachers' guide you as well. Talking to the teachers can help. Student Services also help if you are getting stressed. X-files have lectures from outside speakers and are reassured that there is more than one way to get to university. The school has great support from the Chaplin, Psychologist and Student Services.

Question: Grace - What life skills are you getting from Greenwood that will help you no matter what you take on?

Brendan - Self-control, choosing whether to use the computers for YouTube, games or school work, organisation, placing your priorities

Miriam - Taught to be more individual and doing what YOU want to do and trust your judgment. Helped students find individuality.

Question: Grace - parents talk of bullying; is it more in lower school than upper school? Would it be a good idea to have workshops to teach students how to react in bullying situations? What can be done to help in lower school?

Students felt it would be more help if the Year 11 and 12s talked to the students (big brother/sister) situation. They have been there and come out the other end. Bullying level out of 10 - students rate it 3-4. They are not seeing bullying at recess and lunch. More between groups.

David - Not a great fuss in Greenwood - In five years at Greenwood has only seen one fight.

Most bullying is on social media, Facebook, Twitter. Students are not willing to say it face to face and mostly happens on social media. Every year has a stage of bullying. Year 8 everyone is new, Years 8-10 a few problems and by Year 11 and 12 everyone is settled in a group of friends.

Question - Brett - Is everyone on Facebook and are you ostracized if you are not?

Brendan doesn't find it a problem; others just have to fill him in with details. David only just got Facebook because he needs it for the ice hockey team. Brendan does not but they are the exceptions. In lower school everyone is getting pressured to have Facebook etc. This is starting younger.

Question: Excluding social media, is the bullying within the year group or between year groups?

Students - Only within year groups. If one student is picked on there are usually enough other students around to support them.

Question: Sandy - Do you have experience with friends from other schools, do they have a similar rapport with their teachers?

	<p>Miriam - depends on the year group and the teachers. Don't know anyone else who has that.</p> <p>David – Private schools - teachers just give them the work.</p> <p>Question: Are the buses a problem with students from other schools?</p> <p>Miriam has caught the bus for many years - no problems with other schools.</p> <p>Question: B Tooker - why choose Greenwood over private school?</p> <p>Miriam came because her brother was doing Aviation and she wanted to do Volleyball.</p> <p>David partially because his mum was the Chaplain and partially so that his brother could do ATAR as the private school would only allow him to follow a TAFE path.</p> <p>Question: We are about to have two groups of very young students, is there anything we should be doing for them?</p> <p>Miriam - Year 7 will be a big change for the other students and will take a while to get used to. Will need support programs and need facilities and activities to get through Year 7.</p> <p>David - the transition will be difficult for the young students as they are coming from the top of the food chain to bottom.</p> <p>There will be a certain amount of cushioning around the Year 7 students.</p> <p>Discussion</p> <p>Student services deals with bullying. The students have to know the difference between opinions and bullying. Year 8, 9 and 10 don't know the difference between tone, facial expressions, etc. This is a learning, development problem.</p>	
2.0	Disclosure of Interest	
2.1	No real, perceived or potential conflicts of interest were tabled.	Noted by board.
3.0	Minutes of Previous Meeting	
3.1	The minutes from Meeting 15 were accepted as correct.	Accepted C Anderson, seconded by B Tooker.
4.0	From Previous Meeting	
4.1	<p>Staffing</p> <p>Being conservative about staffing at this time. We have employed three pre-service teachers who have been here on prac. We have signed up an IT/Media/Drama teacher, S&E teacher and Science (Physics) teacher on fixed term 1 year contracts. Interviews have been held for the Volleyball position, Science job has just been advertised - 51 applicants. EAL position - 38 applicants - Maths job interviewing on 21 August - 50 applicants. English pool - 83 applicants. Once Jeff Pohara has done the timetable he and J Harris will look at the load. Would like to have a general teacher that can teach across the board for the Year 7s and will look at other areas. B Tooker asked if the number of applications is normal. No, but not all are qualified. This is a once in a lifetime opportunity for new staff. Greenwood doesn't normally have many vacancies.</p> <p>Year 7 students have specific subjects. Hope to have one period a week to develop skills such as how to organise a file etc. Year 7 options will be cycled through five week options - five weeks photography, woodwork etc. They will be streamed once they have done NAPLAN. We have to now deal with two year groups of NAPLAN, Year 7 and Year 9. Kevin asked - will any Year 7 students have done homework? – J Harris – unknown.</p> <p>Student enrolments are higher than usual due to the end of the half cohort. Currently we have 121 Year 7 and 106 Year 8 enrolments.</p>	Note
4.2	<p>China Visit</p> <p>Terry showed photos of the recent visit by Jinling High School staff to Greenwood. They presented the school with gifts including art works, which will be displayed in the office. They used public transport to visit Perth and Kings Park, took the ferry</p>	Note

	<p>to Fremantle (an interesting trip as the SAS were practicing touch and go on ferry) and had fish and chips in Fremantle. Teachers observed classes. They witnessed some fantastic classes - Photography class working on computers and taking photos; mechanical workshop working on engines. Spoke to them about volleyball and outdoor education. Had to tell them we do have some heads down work as well. They interacted with staff and did some sightseeing. We are developing the ground work for a sister school. They loved their time here. Our staff went out of their way to help. They stayed at Hillarys (they come from inland China). The delegation spent a few days in Sydney and four days in Perth. We presented them with gifts (that were not made in china).</p> <p>Greenwood College staff will be doing a return visit to China. Taking several ESL seminars and generally talking about Australia and the school. Would like to get in touch with the students. They will be taking some English lessons themselves. Wide variety of activities in English. In exchange they are organising some Chinese lessons for us, local sightseeing and interacting day to day with their teachers. Their hours are from 6.30am to 9.00pm six days per week, plus night duty on 2 nights to look after boarders.</p> <p>Greenwood is looking at sending a small group of students to China, probably academic, to spend a week similar to the life of a Chinese student. There will be an application and selection process.</p>															
5.0	Priority Items and Reports															
5.1	<p>Student centred funding Model Update</p> <p>New government funding effects primary and secondary schools.</p> <p>Funding is based on per head of students. On top of that there is a locality allowance, student characteristic (Aboriginal students), English as an Additional Language (IEC and ESL), social disadvantage allocation, disability students (now given an amount of money usually spent on Ed Assistants).</p> <p>Trying to get funding for ESL on ability, not time, as some students take longer than others to learn English.</p> <p>Forecast Student Centred Funding for 2015:</p> <table border="0" data-bbox="167 1288 933 1534"> <tr> <td>Per Student Funding</td> <td style="text-align: right;">\$8,087,275</td> </tr> <tr> <td>Student and School Characteristics</td> <td style="text-align: right;">\$1,717,279</td> </tr> <tr> <td>Targeted Initiatives</td> <td style="text-align: right;">\$610,021</td> </tr> <tr> <td>School Entered Target Initiatives</td> <td style="text-align: right;"><u>0</u></td> </tr> <tr> <td>Total 2015</td> <td style="text-align: right;">\$10,414,575</td> </tr> <tr> <td>Transition Adjustment</td> <td style="text-align: right;"><u>\$199,900</u></td> </tr> <tr> <td>Total Forecast After Transition Adjustment</td> <td style="text-align: right;">\$10,614,475</td> </tr> </table> <p>Gradual decrease over a number of years. We have a \$450,000 shortfall - we are not as badly off compared to some others. Not clear how the gradual change is going to be managed over the next few years.</p> <p>Salary allocation for 2015 is for all staff (teachers, administration, cleaners, gardeners etc) \$8,583,583.</p> <p>Projected student numbers are 923 - 960 but this could change. This number includes IEC students.</p> <p>EAL could start with 70 and by July have 150. \$400,000 extra to compensate for this. The general funding is for the numbers on the Census day in February.</p> <p>Cash plan - carrying over for more school improvements and staff if needed.</p> <p>One line budget 99 per cent depended on numbers.</p> <p>B Tooker - can we show the number accurately to reflect what is going to happen? J Harris No – we cannot predict, we can only promote as best we can. Many schools have closed their doors to out of area students. We are getting a lot of</p>	Per Student Funding	\$8,087,275	Student and School Characteristics	\$1,717,279	Targeted Initiatives	\$610,021	School Entered Target Initiatives	<u>0</u>	Total 2015	\$10,414,575	Transition Adjustment	<u>\$199,900</u>	Total Forecast After Transition Adjustment	\$10,614,475	Note
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	<p>these enrolments.</p> <p>International full fee payers help us. Funds can be used for staffing. IEC absorb a lot of these full fee payers. Having 35-40 fee paying students is manageable and gives us a buffer.</p> <p>There is no chance to go back to the Department if we get a large influx after the census in February. At the moment gaining more enrolments than we are losing.</p>	
5.2	<p>360° Survey/Reflection Plan</p> <p>J Harris showed snapshots from reports. Feedback has been predominantly positive. There were only three surveys discarded. Student comments were very good. From this will develop and improve in the future. The Principal Leadership plan will be developed from these results.</p>	Note
5.3	<p>Finance Report</p> <p>Rob Badow will come to the next meeting and give a more detailed report. Salaries were \$220,000 in the red - now \$150,000. A snapshot of the Comparative Budget is shown below:</p> <p>Aviation \$642 in red – money still due in for books Music - money due in VET funding - grant funding IEC camps - money to be transferred from Smartrider account Annual budget was put to the board in March Music committee - ongoing account Dance tour/Cheer money still coming in N1565 all money will be used this year Collection - currently approximately 78%</p> <p>We need to find out how to get people to pay for high cost options.</p>	Finance Report accepted by B Tooker, seconded by G Grundy.
5.4	<p>IPS review</p> <p>Dr S Silcox and Mr K Newton will be coming to carry out our school review and will meet with B Tooker and J Harris. The board will be asked to come in to meet them. They look at all our data then come to the school to see how we operate. We will run through what we will show them at the next meeting. Show practices and showcase the school.</p> <p>We have started preparing the review documents from the business plan – J Harris will e-mail this document to board members. Board members were asked to have a look and see if there are any questions. Two more age groups are to be added. The review will look at if we have achieved these targets. It will be interesting to look at the next NAPLAN results and compare to this. The next meeting will be going through this.</p>	<p>Notes</p> <p>J Harris to e-mail completed review document. Board members to e-mail feedback before next meeting.</p>
5.5	<p>Building and Grounds Update and Tour</p> <p>Approximately \$96,000 will be spent on the new area in front of Home Economics and \$10,000 on new lockers.</p> <p>Master plan was done some time ago for upgrades. This was put out to tender and we received tenders from \$80,000 to \$190,000. Environmental Industries won the tender. We have done some work ourselves; the Head Gardener and Head Cleaner are getting the prep work done. They have taken the logs away and removed the bench tops. A painter will bring the walls back to brown brick.</p>	Note
5.6	<p>Studio/Classroom Conversion Approval</p> <p>Approval requested for approximately \$30,000 to convert the old locker compound into a useable studio for Media and Photography and also possible overflow classroom.</p>	Board Approved.
5.7	<p>Scholarships 2015 Approval</p> <p>A large number of applications for scholarships were received. Students sat tests and scholarships were awarded to the top students: \$200 for top, next \$100 then \$50. In total \$3,700 for the two year groups. Scholarships are designed to assist</p>	Board Approved.

	parents with fees, but more importantly, recognise and attract a high calibre of student. Scholarships are advertised in the newsletter and sent with the enrolment package. It is a positive thing. One gifted and talented student has won a scholarship. Andrea commented that these are well received when given out at the primary graduations in front of the whole primary school.	
5.8	<p>P&C Report</p> <ul style="list-style-type: none"> • Everything going smoothly. Being audited. Adam has been asked for a copy of the report/approval. • The new rain jackets are very popular. The uniform shop can't keep up with demand. New blue polo is being proposed. Keeping the same collar - adding in a white stripe with red piping. They will be made out of cotton backed polyester. This is more fade resistant and more a modern material. Students embraced the change. The P&C are happy to endorse as this is a good time to introduce with the double intake of students. The new polo shirt will initially only be sold to the new students. The white polo will remain the same. Students' feedback has been very good. Once stocks of the old polo deplete the new one will be sold but not until next year. • Another change is the skirt with hidden bike shorts underneath. Both styles will still be available. • From 2015 all items of the school uniform will have the Greenwood College embroidered school name or logo. • The Music Committee is organising a large fete on the oval on 29 November 2014. The reason for the fundraising fete is that there are plans for an overseas or interstate tour in 2016. • P&C will be putting some money towards the new furniture in the library. • Bunnings have asked the music committee to perform at Bunnings Balcatta on Wed 3 September 2014. Some of the music students (vocals/flutes) will be performing. They have been asked to do more regular appearances but Mr Salmon will wait to see how this goes first. 	<p>Board approved a new polo shirt.</p> <p>Board approved introduction of a Skort.</p> <p>Board approved introduction of compulsory school embroidered uniforms.</p>
6.0	Other Business	
	<ul style="list-style-type: none"> • A Mitchell advised that the request for amber warning lights on Hepburn Avenue is still being considered and talks are in progress. • J Harris distributed her Principal's Updates for August. • Outside providers come in after school for revision courses. This is going well and will probably continue next year. • Sandy – There has been good feedback regarding Year 10 parent/student interviews being done in person rather than online. Anyone who missed the meeting has been contacted and arrangements have been made by phone. • J Harris will get figures on how many students are repeating the OLNA testing for next meeting. Category 1 Foundation Programs are now in place (Maths, English, and Certificate II in Foundation Skills). There are 40 students who have not sat the test (exempted, absent, etc). 	J Harris to supply OLNA statistics for next meeting.
7.0	Next Meeting:	
	Meeting No 17 will be held on Wednesday 22 October , 6.00pm at Greenwood College. There will be two meetings next term. The first meeting will be prior to the IPS review and the final meeting (which will also be the Open Meeting for 2014) will be after the review. At the November meeting Jo will speak about the three year cycle.	Note
8.0	Meeting Closed The meeting was closed by B Tooker at 8.20 pm.	