

MINUTES OF MEETING No 13

Held at Greenwood College 27 November 2013

ATTENDEES: J Harris, S Elliss, C Anderson, G Grundy, M Bell, B Tooker, L Hunt, R Bandow, M Williams, D Mayes, Carolyn Claeys, Janet Morris, Maddi Newman

1.0	Welcome and Apologies	ACTIONS
1.1	Meeting opened at 6.00 pm.	Noted
1.2	Welcome to the 2014 Open Meeting Carolyn Claeys, Janet Morris (incoming parents) and Maddi Newman (Year 12, 2013 student).	
1.3	Apologies: D Moncrieff, L Cohen, A Mitchell, K Starr, G Burnside	Noted
1.4	Confirmation of the agenda.	C Anderson, S Elliss
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 12 were accepted and confirmed as correct.	Accepted by G Grundy, seconded by B Tooker.
3.0	Actions Arising from Previous Minutes:	
3.1	P&C Accounts Update Jo has spoken with Jeff Edwick regarding the P&C books. She will follow up on the remaining P&C issues and email the board.	J Harris to email the board the updated P&C accounts information.
4.0	Priority Items	
4.1	Year 12 Student Experiences Maddi Newman, Head Girl for 2014 spoke to the board on a variety of school issues and her impressions of Greenwood College as follows: Maddi said it took till about Year 10 before she realised the importance of school. She thinks Greenwood is a great school. Teachers are very approachable, and as students go into upper school and mature it is especially so. The biggest jump is from Year 10 to 11 rather than starting high school. Asked if there was any change for her when we became independent – the only thing she had noticed was the air conditioning was installed! She also noted that it is a little bit prestigious to say we are independent rather than a state school. Bullying was not an issue for Maddi as she was not personally affected. She thinks mentoring between Year 11s and 7s would be a good idea as younger students would have someone to look up to. This may be introduced in the future. The IEC is good as students are able to experience other cultures, World Day is good fun - language and course choices are obstacles though. Mary asked about student aspirations – Maddi said the teachers allow students to aim for their dreams, encourage them and give them lots of opportunities; she thought the school teachers were very good at this. Subject courses were wide enough. Cyber bullying is not a problem for Maddi's group. She doesn't think Year 7 students should be in designated areas at breaks - causes issues. She loves the uniform and wouldn't change it.	Noted
4.2	Finance Report The Comparative Budget was distributed by Rob Bandow. We have had to make an adjustment to revenue, as there are no more funds to come in from the Secondary Assistance Scheme. Contributions and Charges are running at about 90%, which is very good. Rob spoke of the N accounts - which are accounts where money is placed in reserve and is then used for specified items such as bus replacement. The School Grant was reduced and less than we expected. Expenditure accounts may still have some money in them at the end of the year and some invoices may still be outstanding. Accounts that do have additional money in them can be rolled over to the next year. Expenditure is fairly regular throughout the year. The air conditioning has not been as big an expense as expected and we may make savings there. We are also looking at savings from managing our own faults (approximately	

	<p>\$40,000). The computer account still has funds in it but more computers have been ordered and so this amount will be spent. Some faculties have overspent and this money will be taken from their budget the following year. Rob thinks we will have a carry-over next year of about \$300 000 to \$400 000. This money has been allocated to various projects that are being planned for next year. Rob showed a presentation of the summary of the current budget - breaks down the expenditure and revenue as well as funds coming in from sources such as school grants, salaries, charges and contributions etc.</p> <p>The unallocated portion of next year's budget is \$153,931, which is healthy and can be used for any expenses that may arise. Jo outlined our reserve accounts and explained what they are likely to be used for. She has asked learning area staff for their ideas on how the reserve money can best be utilised in the near future. At this stage a canteen refurbishment is planned for next year (\$55,000) and then if enough funds remain plan to continue with grounds improvement near the home economics area. At a later stage pool improvements will be necessary.</p> <p>The SFSA shows that we have been charged an additional, unexpected \$32,000 from last year's relief costs. Our staffing next year is looking good in that we will be able to retain some very good fixed term staff and still run additional programs such as additional limited schooling support and the Literacy Program.</p>	Finance Report accepted as correct by C Anderson, seconded by S Elliss.
4.3	<p>WAMSE Results</p> <p>Jo presented the WAMSE results for Greenwood College for this year. These results all include the ESL students and showed that our results were comparable to like schools, for both Science and S&E. The WAMSE testing will no longer be continued in schools.</p>	
4.4	<p>Student Services Report</p> <p>Murray presented the attendance figures for this year for each year group. We have excellent overall attendance and staff work hard at encouraging and achieving the best possible attendance from students. Greenwood College has been held up as an exemplary school in regard to attendance figures. Murray then outlined our suspension figures for the past year, which were very pleasing as they were vastly down on last year (by 43%). There followed general discussion about types of suspensions and the days given for various offences and whether suspension was a deterrent or not. Physical assault or intimidation of other students is the most common suspension category, although this can be misleading as it is such a broad category. The number of female students suspended was slightly higher this year, although the number of males was down. The number of repeat offenders (students suspended more than once) was also down significantly. The Student Services Team has a review and planning day coming up.</p>	
4.5	<p>IEC Report</p> <p>The IEC has a very wide range of countries from which students come from. Many of them choose to stay on at Greenwood – 49 out of 100 students graduating. The students that do not stay at Greenwood generally move because of where they live or where their family live or what they want to do. We currently have 34 IFP students and this trend is increasing - our reputation has improved and our program is now well established so we predict numbers will increase. The school receives \$7000 per student. Greenwood College receives funding for IEC students in the way of additional staffing, however, staffing has been affected by the recent government cuts as the multiplier has changed - we have lost three teachers and will now have to do more with less (such as larger numbers in classes, no specialised IFPS co-ordinator and less classroom support).</p>	
4.6	<p>Professional Development Report</p> <p>David Mayes tabled the Professional Development (PD) Report (including relief costs) for 2013. He outlined the PD costs and the report showed a breakdown of</p>	

	<p>what courses were done by which staff and how much these courses cost. The priorities for this year regarding PD were linked explicitly with the Business Plan - Curriculum, IT, Staff Management/Leadership and Pastoral Care - with the majority of PD done within the Curriculum area. The total cost for all PD undertaken was \$39, 733.17.</p>	
4.7	<p>Business Plan Targets - Update This item was carried over to the first meeting of 2014.</p>	
5.0	<p>Reports and Operational Matters</p>	
5.1	<p>Board Meeting Dates 2014 The first meeting next year is planned for 26 February 2014 and subsequent dates will be decided at this meeting. These dates, once confirmed will be emailed to board members.</p>	<p>Email board members the 2014 meeting dates.</p>
5.2	<p>Principal's College Update Jo outlined a number of news items, events, changes and plans to the board, including:</p> <ul style="list-style-type: none"> • The Year 12 Awards Night was very successful and Jo thanked the board members who attended. Academic gowns may be introduced next year. The annual Music Dinner was also a success, thanks to the Music Committee. • WACE exams have been completed, our Year 10 and 11 students have also recently finished exams. • Upcoming events include World Day, the Volleyball trip to Melbourne, the Volunteers' Morning Tea, Year 7 Orientation Day, IEC Graduation and the Adventure World excursion. • The primary school Maths and Science classes are going well. • Jo received a letter from Colin Barnett congratulating all our school community as part of the IPS initiative which won the Premier's Award for Excellence in Public Sector Management. • We have received \$220,994 left over from the National Secondary Schools Computer Fund which has now finished. Funds will be spent on extra computers and electronic classroom technology items. • Buildings and Grounds: The roofing and eaves are near completion. A refurbishment of the canteen is planned at a cost of \$55,000. The college banners have arrived and are a mobile form of promoting our school. Another area we plan to refurbish is between the gym and IT in front of Home Economics. This was part of the original improvement plan and is dependent on funds being available. • Staffing Updates: We have received our updated staffing calculator and the timetable for next year is now complete. We have three staff on leave next year which has enabled us to employ a number of our fixed term teachers. Beth Alibegovic has won the role of Program Co-ordinator whilst Julie Young is on leave and our office staff has been increased. We will still be part of the West Coast Collaborative and our Year 11 Maths Specialist students will go to ECU for lessons, whilst our Year 11 Accounting students will do a combination of face-to-face and online learning. • Planning 2014: Next year we are planning to offer a large number of certificate courses in Years 11 and 12 and we are busy organising the standardisation of all processes for compliance in this area. Year 7 planning continues, but we are still waiting to hear of the funding arrangements. We have 153 Year 8s next year and academic profiles have been worked for them all to allow the students to be placed into the correct pathways. 	
5.3	<p>P&C Report Sandy Elliss spoke on behalf of the P&C, which held its final meeting for 2013 on Tuesday 26 November. The AGM will be held on 18 February 2014. Finance reports</p>	

	<p>have been requested by the end of the term. The Canteen returned a profit and new contracts will be arranged for the employed staff. Music have purchased a sound system, the netball uniforms have arrived and Antony Woodard has asked for a new jacket for students who represent the school which should also have the Greenwood College logo on it. The P&C have also agreed to fund up to \$600 for camcorders for Media. The uniform shop has been re-organised and is currently working towards a profit. A flyer is being given out with every uniform shop receipt giving the date of the AGM next year in an effort to attract interest from parents and community members.</p> <p>The board was asked to endorse the new netball uniforms (dresses) which it did so unanimously. Endorsement of the new jacket with the Greenwood College logo was also agreed to, and the suggestion that WA be added to the front of the jacket was recommended.</p>	<p>The board endorsed the new Netball dresses and the new Volleyball jackets which will include the Greenwood College logo, and have WA printed on the front (D Mayes, M Bell).</p>
6.0	Other Business	
6.1	<p>Gonski Report</p> <p>Brett raised the issue of the Gonski report no longer being the model for school funding. Jo replied that at this stage we do not know what type of impact this will have on schools. We have not been advised of any new model. Discussion arose relating to the number of students attending public schools as compared to private schools. We are not sure of statistics but it seems the trend is that students are coming back to public education for a variety of reasons.</p> <p>Sandy added that there was another meeting last night for school board chairs and there is another one scheduled for 17 December to discuss the effect of the government cuts.</p>	
7.0	Next Meeting	
7.1	<p>Meeting No 14 will be held on Wednesday 26 February, 6.00pm at Greenwood College.</p>	Note
8.0	Roundtable Evaluation	
	<p>Board members were very positive regarding their overall experiences as part of the school board. The visitors were impressed with the openness of the meeting and at how much information is provided at board level. They commented on the professionalism of all concerned and were looking forward to next year when their students attend Greenwood College.</p> <p>Jo sincerely expressed the appreciation of the Greenwood College community to the board.</p> <p>Greg Grundy thanked the staff of Greenwood College for all their efforts during the year.</p>	
9.0	Meeting Closed	
	<p>David Mayes thanked all for attending then closed the meeting at 8.10 pm.</p>	