



COLLEGE BOARD MINUTES
Monday, 15 August 2016
College Board Room

DATE:	15 August, 2016	CHAIR PERSON	Tracey Roberts
TIME:	4:00pm	MINUTE SECRETARY	Julie Ayers

MEMBERS: Mayor Tracey Roberts (Chair/Community Member), Peter Lillywhite (Principal), Wrolf Van Munster (Vice Chair/Parent Member), Brian Piper (Community Member), Hon. Michael Mischin (Community Member), Michelle Hoad (Community Member) Steve Chapman (Community Member), Hon. Albert Jacob (Community Member) Jake Morrison (Community Member), James Parker (Student Member), Perri Reid (Student Council), Karen Hart (Staff Member) Luke Trollope (Staff Member),

In Attendance: Julie Ayers (Secretary)

No.	AGENDA ITEMS	LED BY	OUTCOME	ACTION
1.	Welcome and Apologies	Tracey	The meeting commenced at 4.00pm. Apologies received from: Robyn Holcz, Karen Hart, Michelle Hoad, Michael Mischin	
2.	Acceptance of Minutes	Tracey	The Minutes of the previous meeting held on 13 June were read and approved as a true and correct record and were signed by the Chair. Moved: Brian Piper Seconded: Luke Trollope Carried unanimously	
3.	Business Arising	Tracey	<ul style="list-style-type: none"> Meeting with Sue Ellery MLC, Shadow Minister - update Members were updated on Tracey's discussion with Shadow Minister, Sue Ellery regarding Mindarie College and the surrounding feeder schools and further discussed with The Hon Ken Travers MLC. 	
3.	Principal's Report	Peter	<ul style="list-style-type: none"> Grades Analysis Report – Semester 1 Members were updated on student's results from Semester 1 and a summary sheet was distributed and discussed. Peter has addressed the areas of concern and what strategies are to be 	

put in place for the future. OLN & NAPLAN results will be used in future.

- **OLNA Achievement – Semester 1**

Students who have not yet achieved OLN will have their final attempt in a couple of weeks. These students have been given extra tuition and support. Members were given a summary of the OLN achievement to date.

- **Behaviour – Term 2**

The Term 2 Behaviour Overview was handed to members for review. Members discussed the report and what could be added for future entries.

- **2017 College PL Days**

Term 2 – Week 5, Friday, 26 May

Term 3 – Week 1, Monday, 17 July

Term 4 – Week 1, Monday 9 October

Term 4 - Week 9, Monday, 4 December

The 2017 Professional Learning days were endorsed.

Moved: Wrolf Van Munster

Seconded: Jake Morrison

Carried unanimously

- **Draft Business Plan 2016-2019 Vision**

MSC staff would like to amend the current vision. Discussion held on the new vision/values for the College – keep it simple. Suggestions from the members noted and to be taken back to staff for further discussion. Any change to the vision / values will incur a financial cost and will be implemented over the next three years (Business Plan cycle). Members supported the plan.

Members asked to take the Draft Business Plan home to review and make suggestions. Board agrees to make goals achievable and keep the document simple.

- **College Board - Code of Conduct**

The College Board does not currently have a 'Code of Conduct'. Document to be created and emailed to members for return by the next meeting 28 November 2016.

- **Uniform review**

Peter to investigate a change of uniform to make it more current. Jake suggested students be involved in the design

ACTION: Peter to bring 2017 enrolment data (school coming from) to next meeting.

ACTION: Julie A to add the 2017 PL days to the College website and next Information Update.

ACTION: Peter to present options to the student body/parents.

ACTION: Julie A to create 'Code of Conduct' and email to members.

ACTION: Peter to form a uniform committee.

			<p>process. The Board supports the proposal. Peter to present uniform options to the Board once decided.</p> <p><i>The Principals report was noted as received.</i></p> <p>Moved: Albert Jacobs Seconded: Jake Morrison Carried unanimously</p>	
4.	Finance Report	Peter	<ul style="list-style-type: none"> • One Line Budget Financial reports were issued to members for review. On track to spend funds as required. All reserves have a plan for expenditure. Current Course Charge collection rate is 99.81%. Painting of College to commence in the next couple of weeks. The financial focus going forward is supporting students more in classrooms • Finance Submissions Approved by Finance Committee (3/8) <i>SEQTA Kiosk Implementation - \$2,609.62</i> The Board endorsed the Finance Committees decision to approve the above submission. <p><i>The Finance report was noted as received.</i></p> <p>Moved: Steve Chapman Seconded: Albert Jacob Carried unanimously</p>	<p>ACTION: Peter to investigate if the Colleges proximity to the ocean has any consideration in regards to the amount held in the reserves account. Also, what account covers depreciation and planning for replacement of computers/IT. (Property & Equipment or Facilities and Maintenance)</p>
5.	Alumni Report	Luke	<p><i>The Alumni report was presented.</i></p> <ul style="list-style-type: none"> • Community Scholarship has received 5 Year 11 student nominations (Yr 12 fees to be paid via the scholarship). The Alumni committee will make the final decision on who will receive the scholarship. Students who are eligible for the Alumni Scholarship (students with financial difficulties) will be decided in conjunction with Student Services. Winners of scholarships will be announced at an assembly in Term 4. • The 2006 10 Year Alumni Reunion will be held on Saturday 15 October at Mullaloo Beach Hotel @ 7pm and all Board members will be sent an invitation to attend. • Movie Night proposed dates are 12 & 19 November. Entry via gold coin donation, • <i>The Alumni report was noted as received.</i> <p>Moved: Wrolf Van Munster</p>	<p>ACTION: Luke/Chaplain to forward names of students in financial hardship to Tracey so they can be considered for the Mayors Christmas Appeal Hamper.</p> <p>ACTION: Luke to email members an invitation to the Alumni Reunion.</p>

			<p>Seconded: Peter Lillywhite Carried unanimously</p>	
6.	Student Council Report	James / Perri	<p>The Student Council report was presented.</p> <ul style="list-style-type: none"> Year 12 Councillors very busy at the moment with designing the Year Book Year 11 Councillors currently designing the 2017 Leavers Jacket 'Relay for Life' is just before the Year 12 WACE Exams. Year 11 Leader Bree Mulder will try to rally some support from the Year 11 Students. Perri is happy to be involved if a team is put together. Kinross College & Mindarie may be able to make a team together. <p>Tracey thanked Perri and James for their time and input on the Board as this was their last meeting due finishing school in October.</p> <p>The Student Council report was noted as received.</p> <p>Moved: Steve Chapman Seconded: Albert Jacob Carried unanimously</p>	ACTION: Julie A to email Bree Mulder to follow up.
7.	Correspondence In	Tracey	<ul style="list-style-type: none"> Letter to Chair re DPA Members were updated on a letter received by the Chair from Director General, Sharyn O'Neill regarding the College's independent review. The College will investigate ways to gain more interest from the parent body so they nominate for a position on the Board. Parents are currently advised through the Information Update. Jake suggested giving students the nomination form during the first assembly of the year for them to pass onto their parents. Parents could also be informed about the Board at the Parent Enrolment Evenings. 	ACTION: Peter to ensure students are informed about Parent positions on the Board at the first student assembly in 2017.
9.	General Business		<p>None – members to forward any General Business to the Secretary 7 days prior to the meeting.</p>	

NEXT MEETING:	28 November 2016	MEETING CLOSED:	5.40pm	CHAIRS SIGNATURE AND DATE:	
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