

MEETING	MINUTES OF MEETING - School Board Venue: ORSHS Conference Room	
DATE OF MEETING	1 August 2017	3:30pm – 5:15pm To be followed by P&C meeting 5:15-6:00pm

ATTENDANCE LIST	Paul Blomley - Chairperson Karon Brookes – Principal Alex Di Bartolomeo - Staff Representative Denise Jackson – Community Representative Patrick Yong – Community Representative Cathy Smith – Parent Representative Jan Norberger – Community Representative Robyn Verboon, Senior School Deputy & Adrian Lee, Lower School Deputy - invited guest		
ABSENT / APOLOGIES	Jayne Dawson – Manager Corporate Services (Chair) Carolyn Butler – Staff Representative Jo Stephens - Community Representative Ian Goodenough - Community Representative		
DID NOT ATTEND			

AGENDA ITEM	ACTION POINT AGREED	WHO	Date / Follow Up
1. Business Plan Report (OLNA results) – Robyn Verboon	OLNA is one of the requirements to achieve WACE by the end of Year 12. There are 2 rounds of OLNA per year for students in Year 10, 11 and 12. Students therefore have 6 attempts to pass the 3 categories of Numeracy, Reading and Writing by the end of Year 12. Students that have achieved Band 8 in Year 9 NAPLAN do not have to sit OLNA. Students that have achieved all other requirements for WACE except OLNA will finish school with a WA Statement of Student Achievement (WASSA). If students wish to achieve WACE after they have left school, they have		

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	<p>the opportunity to go online to pass OLN. Testing dates are set by SCSA (The Authority). This model is specific to Western Australia, unlike NAPLAN which is a national assessment of literacy and numeracy.</p> <p>Handout provided to demonstrate how we track students. Data is analysed from Year 7/9 NAPLAN and OLN. Data provided is as at the end of round 1 2017. Currently all Year 12 students have passed reading and writing and only 3 are yet to pass numeracy. This is a great result considering have 62 with diagnosed special needs. Have concerns that Year 9 NAPLAN results for the Year 10 cohort is well below like schools. The data shows that the most difference is made at the Year 7 and 9 level and that Year 10's that do not pass OLN make no further progress after Year 10. Teachers have the ability to track individual student progress through the DoE performance graphs and analysing data is part of learning area reviews and the AITSL standards. At risk students are identified and concerns addressed in the form of a parent and student interview. These are strategies that have been put in place to assist Year 11 and 12's to pass OLN. The expansion of literacy and numeracy classes, identification of students through PAT testing, additional afterschool tuition and the creation of a full time teaching and learning coordinator, Linda Bevan are the strategies developed focusing on lower school. Early intervention and support is key and students are starting to understand the significance. Suggestion for NAPLAN data to be reviewed at the October meeting.</p> <p>Action: Revisit Year 7/9 progress data and literacy/numeracy data at October meeting. 2017 OLN Round 2 results available from 16 October 2017.</p>	Karon	17.10.17
<p>2. Principal Report – Karon Brookes – Bring Your Own Device (BYOD) update</p>	<p>A sub-committee of the ICT committee has been formed to focus on the implementation of the BYOD initiative to Year 7's in 2018. Currently deciding a partner to provide the best level of support. Aiming to table 3 levels (entry, medium and high performing) Microsoft based laptop. Would like to secure a three year warranty including strong support. A decision will be made on what best suits our demographic and the level of support provided. The introduction of BYOD will be phased in to ensure teachers are up skilled to fully utilise in the classroom and that the school infrastructure and security is prepared and can cope including building a strong culture. Teachers are currently looking at ways to embed the technology into the classroom. In order for implementation to be successful will depend on a combined effort of all factors working together. It is believed that our infrastructure will accommodate this move. The recent upgrade and increase of bandwidth provides greater confidence that our infrastructure will be able to cope. It is unfortunate that NBN is not available. We are a SOEv4 school linked to the DoE, this therefore reduces potential security risks and provides support.</p>		
<p>3. Approval of last meeting's minutes (5 Mins)</p>	<p>Meeting minutes dated the 27 June were approved with 4 abstentions and 3 carried unanimously in favour. Meeting minutes dated the 16 May were approved with 1 abstention and 6 carried unanimously in favour.</p>		

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4. Matters arising from previous meeting – Paul Blomley	<p>Proposed Joondalup Performing Arts and Cultural Facility (JPACF) The vote to proceed with construction was lost by 1 vote. This therefore puts the Labor pledge of funding for a new Performing Arts building to the forefront.</p>		
5. Code of Conduct – Karon Brookes & Patrick Yong	<p>Patrick and Karon compared the ORSHS Board Conduct for School Board Members document against the Code of Conduct for Council Members which is embedded within the Unincorporated Councils information package. Both documents are virtually identical. Unsure if a separate document is needed as all this information is provided within the DoE Unincorporated Councils information package. Question raised whether it is necessary to sign the Code of Conduct. Suggest for new members to acknowledge the document as part of the induction process.</p> <p>Action: As a result of document analysis Patrick/Karon propose not to have a separate document and adopt the DoE Code of Conduct for Council Members embedded within the Unincorporated Councils information package. Unanimously Agreed.</p> <p>Action: Karon to draw up an induction checklist that includes acknowledgment of the Code of Conduct within the induction process for new members as well as a signed acknowledgement for current board members.</p> <p>Do not feel the separate Conflict Resolution document is required. This contradicts information provided within the Terms of Reference under Resolutions at Council Meetings, Disputes and Mediation.</p> <p>Action: Patrick/Karon propose not to have a separate Conflict Resolution document and adopt the DoE Model Terms of Reference. Matters surrounding conflict will be referred to the Disputes and Mediation section of the Terms of Reference. Unanimously Agreed.</p>	Karon	ASAP
5. Review of Constitution and proposed amendments – Jan Norberger & Denise Jackson	<p>Denise and Jan compared the Constitution of the Ocean Reef Senior High School Board document against the Model Terms of Reference for Unincorporated Councils DoE document. Jan thanked Denise for the amount of time she put into this task. There were a number of differences between the two documents as a result of this investigation. The Ocean Reef document order was different, some wording deviates from the DoE document and there were a number of statement omissions that could potentially cause concern. There are no additional ocean reef specific points that need to be kept therefore suggest to use/adopt the DoE document that thoroughly covers all important factors.</p> <p>Action: As a result of document analysis Denise/Jan recommend to adopt the Model Terms of Reference for Unincorporated Councils DoE document. Unanimously Agreed.</p>		

