

# MINUTES - Board Meeting Fremantle College



Meeting location: Fremantle College Boardroom

Meeting time and date: 6.00pm 10 September 2018

Initials	Attendee	Role
FM	Frank Mofflin	Board Chair
MD	Myles Draper	Fremantle College Principal
JM	Janelle Mittonette	Fremantle College Associate Principal
MG	Mike Gowland	Fremantle College Staff Member
GC	Glenn Carpenter	Fremantle College Staff Member
SG	Shaun Grein	Community Member
HM	Heidi Mippy	Fremantle College Staff Member & Parent
MB	Moyanne Bertolini	Parent
SH	Samantha Holtham	Community Member
CN	Corey Norlin	Fremantle College Head Boy
TB	Troy Baker	Fremantle College Lead Councillor

ITEM	Subject	Actions
1.0	<b>Opening:</b> <ul style="list-style-type: none"> <li>Meeting opened 6.04pm</li> <li>Acknowledgement of meeting location and traditional land owners</li> </ul>	
1.1	<b>Apologies:</b> <ul style="list-style-type: none"> <li>Jason Kell</li> <li>Emma Walker</li> <li>Christine Cunningham</li> <li>Clare Davidson</li> <li>Craig Murphy (late attendance)</li> <li>Jacinta Frederiksen</li> </ul>	
1.2	<b>Business arising from last meeting:</b> HM recap meeting with Minister, MD, Mark Jeffery and Save the Children Fund for funding program for girls. School hasn't heard back regarding the funding as yet.	
<b>2.0</b>	<b>General Business</b>	<b>Actions</b>
2.1	<b>Principal's Report/ Semester 1 Results Summary (MD):</b> (See attached) <ul style="list-style-type: none"> <li>Overview of detail included in report. JM expanded on G&amp;T numbers and process involved in gaining students.</li> <li>Music program elaborated on by MG, detailing past and upcoming events. Music Extravaganza 30 October. Bridgetown Blues and Roots Festival as part of Music tour.</li> <li>Assemblies to recognise student achievement, participation and attendance.</li> <li>Learning Area reports to view data with reflection and action. Plan for strategies to improve student outcomes. Attainment rate a continued focus for completion of Year 12.</li> <li>Teaching staff have completed additional PL as trade-off for last day of school year.</li> <li>Overview of data distribution for year groups in all core subjects and electives. NA students are linked to SSEN reporting. Highlighted areas of possible concerns include lower number of A grades in English when compared with</li> </ul>	Send invitations to Board to Music Extravaganza – MG

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	<p>Math and Science. Curriculum within all learning areas has improved and assessment, results will continue to improve.</p> <ul style="list-style-type: none"> <li>• New JDF for Follow the Dream Coordinator role along with program changes. Position will be advertised for next year. Proposal to embed Leadership Cert, or similar, in FTD. Lower school students have higher levels of engagement than some of the senior school students.</li> <li>• Companion dog starting at school with trainer, Harriet Pugh.</li> <li>• Debating champions in WADL Novice Division form G&amp;T class.</li> <li>• National School Opinion Surveys scheduled for all students to complete during school day. No comment box included in survey for first one to support first year base collection of data.</li> <li>• NAPLAN Online School Readiness Test completed with three classes at one time. Areas of concern identified to work on for next year.</li> <li>• NAIDOC Week celebrations successful with planning underway for 2019 (HM). Completed mural out the front of the school for 6 Noongar seasons.</li> </ul>	
2.2	<p><b>Head Boy/Head Girl Report (CN/TB):</b></p> <ul style="list-style-type: none"> <li>• Book Week wrap up from students' perspective. Fundraising opportunity on the day.</li> <li>• Footy Colours Day coming and plans to raise money for the farmers through tartan shirt day.</li> <li>• Planning underway for faction names; process being planned by students for students to nominate ideas.</li> <li>• Year 12 Retreat cancelled due to low interest – school based activities instead with pizza lunch.</li> <li>• Year 12 Common Room receiving some concerns from staff which may be due to its location next door to staff areas.</li> </ul>	Identify space for students to submit ideas for faction names - TB
2.3	<p><b>Invitations to Presentation Night (FM):</b> Invitations received and Board members RSVPing.</p>	
2.4	<p><b>Board Training (FM):</b> Monday 22 October at Fremantle College. Invitations have been extended to additional schools.</p>	
2.5	<p><b>Contributions and Charges/ Course Handbooks / Staffing 2019/ Student Numbers (MD):</b> (See attached)</p> <ul style="list-style-type: none"> <li>• Queries currently regarding use of school diary and if an app would be more useful for students. Feedback includes weight of diary that affects students carrying them.</li> <li>• Explanation regarding maximum amount that can be charged. Changes to payment of Specialist Program charges to reflect 50% in Term 4 the year before and full payment by start of Term 1 or payment plan.</li> <li>• Suggestion to investigate second hand book sales.</li> <li>• Concerns raised over the booklists from 2018 Y7 that possibly all of the books were not required.</li> </ul>	<p>Approved</p> <p>Update Contributions and Charges 2019 booklet to reflect changes to payments for Specialist Programs – MD</p> <p>Booklists to be reviewed for 2019 – MD/ JM</p> <p>Suggestion to include notation that will identify what the fees are for.</p>
2.6	<p><b>Finance Update (MD):</b> (See attached)</p>	

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	<p>Focus on collection of contributions and charges has increased in all year groups. Concerns with Year 11 and 12.</p> <p>Student numbers nearing capacity in 2019; demountables coming on site next year for programs such as Clontarf. We aim for 226-250 per in-coming Year 7 cohort which supports our current curriculum structures, specialist programs and facilities.</p>	
2.7	<p><b>Volunteers/ P&amp;C (MD):</b></p> <ul style="list-style-type: none"> <li>Information session held that identified areas of and role of P&amp;C and how it could be used to benefit the college. Recommendation to hold on P&amp;C in 2018 but revisit in Term 4 for 2019.</li> <li>Funding currently allocated to P&amp;C (\$12000) needs to be allocated to student projects. In the absence of the P&amp;C the Board will need to allocate the funding to projects. Suggestions include more seating around the school, drink fountains, painting in the Hall, heating in the Hall, curtains in the Hall, data projectors for additional classrooms, chairs for student assemblies.</li> <li>Suggestion for opening funding applications to staff for innovative plans (MG).</li> <li>MD request for parents who would be interested in starting the P&amp;C and would be positive role models to get other parents on board.</li> </ul>	<p>Uses for current P&amp;C funding to be identified to parents - MD</p> <p>P&amp;C revisiting in Term 4 – MD</p> <p>Board requested to nominate community members for P&amp;C – raise at next meeting</p> <p>Innovation Grant Cost Centre to be included in 2019 budget - MD</p>
2.8	<p><b>SLP ASD Program Update (JM):</b> (See attached)</p> <p>Notes from Nicola De Lacey regarding building, staffing and enrolments.</p> <p>Outreach support available to students with Autism who are not included in the program.</p>	
2.9	<p><b>Statement on Homework (JM):</b> (See attached)</p> <p>Staff reminded about the importance of communication with parents and how homework should support learning program and be reasonable.</p> <p>Communication through Connect with parents should be maintained.</p>	
2.10	<p><b>Staff Development Days 2019 (MD):</b></p> <p><u>Term 1</u> 31 Jan 1 Feb</p> <p><u>Term 2</u> 29 April 31 May</p> <p><u>Term 3</u> 22 July</p> <p><u>Term 4</u> 20 Dec</p>	
3.0	<p><b>Close</b></p> <ul style="list-style-type: none"> <li>7.53pm</li> </ul>	