

## Shenton College Board Minutes

<b>MINUTES</b>	Shenton Board
<b>DATE</b>	<b>Monday, 18 JUNE 2018</b>
<b>TIME</b>	4.30PM - 6.00PM:
<b>LOCATION</b>	Boardroom
<b>Chairperson</b>	Mal Cooke
<b>Apologies</b>	Dianne Firkin
<b>Present</b>	Michael Morgan, Christopher Hill, Jodie Mellor, Kristy Watson, Adam Pengelly, Barbara Goldflam, Susan McIntosh, Bree Hansen, Lesley McDuff, Jenny Hart, Mal Cooke, Christine Pascott, Michael Tonkin, Helen Anderson, Kent Anderson, Zoe Abercromby, Kelvin Fewings

### 2018 Board Meeting dates

<i>Term 1</i>	<i>Week 3</i>	<i>Monday 12 February</i>
<i>Term 1</i>	<i>Week 8</i>	<i>Monday 19 March</i>
<i>Term 2</i>	<i>Week 3</i>	<i>Monday 14 May</i>
<i>Term 2</i>	<i>Week 8</i>	<i>Monday 18 June</i>
<i>Term 3</i>	<i>Week 3</i>	<i>Monday 30 July</i>
<i>Term 3</i>	<i>Week 8</i>	<i>Monday 3 September</i>
<i>Term 4</i>	<i>Week 3</i>	<i>Monday 22 October</i>
<i>Term 4</i>	<i>Week 8</i>	<i>Monday 26 November</i>

	<b>Led by :</b>	<b>Supporting Documents</b>
<b>1.0 Minutes</b>		
<b>1.0 Minutes of previous meeting:</b> - minutes of previous meeting accepted  <b>Moved : Mal Cooke</b> <b>Seconded : Michael Tonkin</b> <b>Signed : Mal Cooke</b>	Mal Cooke	<<Term2, week 3 2018 minutes.docx>>  <<Delivery & Performance Agreement FINAL 2017 to END DATE 31 Dec 2019.pdf>>  <<Funding Agreement for Schools 2018.pdf>>

<b>2.0 Announcements</b>		
<b>2.0</b>		
<b>3.0 Business Arising</b>		
<p><b>3.0 Shenton Board Biographies</b></p> <ul style="list-style-type: none"> <li>○ Amendment to Jenny Hart's biography has been provided to C Hill.</li> <li>○ Amendment to be made, Biographies will be added to the website</li> </ul> <p><b>3.1 2018 Fund Agreement and Delivery &amp; Performance Agreement</b></p> <ul style="list-style-type: none"> <li>○ Discussed and noted</li> </ul> <p><b>3.2 WA Awards nominations are open</b></p> <ul style="list-style-type: none"> <li>○ School have already asked for nominations and names have been provided by Heads of Learning.</li> <li>○ Shenton will be nominating under two categories - Beginning Teacher of the Year and Teacher of the Year</li> <li>○ Names to be presented at Senior Leadership meeting tomorrow (19th June)</li> <li>○ Decision will be made and nominations put forward.</li> </ul> <p><b>3.3 Training facilities for Board Members</b></p> <ul style="list-style-type: none"> <li>○ There are both online and face to face courses that Board Members are able to utilize</li> <li>○ Contact Mal Cooke for more information if interested</li> </ul>	<p>Mal Cooke</p> <p>Mal Cooke</p> <p>Michael Morgan</p> <p>Mal Cooke</p>	<p>&lt;&lt;Shenton College Board Biographies.docx&gt;&gt;</p>
<b>4.0 Strategic Decisions</b>		
<b>4.0</b>		
<b>5.0 Strategic Discussions</b>		
<p><b>5.0 Constitutional review for parent and community tenure</b></p> <ul style="list-style-type: none"> <li>○ Schedule a review of tenure for Board members</li> <li>○ The Board composition document was discussed to assess whether amendments should be made to the Shenton College constitution by which the Board is selected.</li> <li>○ <u>Discussion points raised by members</u></li> <li>• Create Leadership opportunities amongst the student school council by inviting 2 Y11 student councillors (who have aspirations in running for Head Boy/Head Girl) to every Board Meeting. This would immerse them earlier into what the Board meetings ' look like' in preparation for</li> </ul>	<p>Mal Cooke</p>	<p>&lt;&lt;Shenton College.docx&gt;&gt;</p> <p>&lt;&lt;Model Terms of Reference for Unincorporated Councils 2018 Version 1.DOC&gt;&gt;</p> <p>&lt;&lt;Shenton College Board Constitution.pdf&gt;&gt;</p>

<p>taking over the following year as Head Boy and Head Girl</p> <ul style="list-style-type: none"> <li>• Board needs to be aligned, passionate around Shenton</li> <li>• Representation from the Tertiary sector</li> <li>• Move away from reports</li> <li>• Structure our Agendas</li> <li>• Role of the Board, compliance, strategise, working committees</li> <li>• Restructure group</li> <li>• Be a sounding board for the Principal/Leadership team, alternative view points</li> <li>• Create sub committees who report back to Board</li> <li>• Look at ways to stagger roles, allow for knowledge and experience to remain continually consistent</li> <li>• Increase our profile in the community, external industries, tertiary organisations</li> <li>• What can we add value to ?</li> <li>• What are our statutory responsibilities ?</li> <li>• Opportunity for community engagement</li> <li>• Capacity to have a community representative, voted in by the Board or ad-hoc without voting rights ?</li> </ul> <p><i>Next meeting in Term 3 - Mal Cooke and Michael Morgan will be present a couple of models/options to the Board.</i></p>		<p>&lt;&lt;Policy_Councils and Boards in Public Schools Policy &amp; Procedures v3.0.pdf&gt;&gt;</p>
<p><b>6.0 Reports</b></p>		
<p><b>6.0 Finance Committee</b></p> <p><b>As at 8 June 2018,</b></p> <ul style="list-style-type: none"> <li>○ 65.2% of revenue has been collected to date</li> <li>○ Approx. 40% expenditure, which is as expected</li> <li>○ Approx. 60% of P&amp;C contributions have been paid</li> <li>○ In preparation for 2019 high cost course options, Shenton will be collecting upfront payments for those courses that cost \$300 p.a. + per annum.</li> <li>○ 50 % upfront payment on internal courses</li> <li>○ 70% upfront payment on external courses, with remaining 30% to be paid before commencement of course in 2019.</li> <li>○ \$30,000 has been received to date into the Building Fund</li> </ul> <p><b>Resolution : The Board accepts the Finance Committee Report</b></p>	<p>Susan McIntosh</p>	<p>&lt;&lt;Financial Summary Autoload 8 June 2018.pdf&gt;&gt;</p> <p>&lt;&lt;2017 SOCS Shenton College Feedback.pdf&gt;&gt;</p>



<p><b>Resolution: The Board accepts the Student Council Report</b></p> <p><b>6.3 P &amp; C Report</b></p> <ul style="list-style-type: none"> <li>○ Homework trial is up and running. Approx. 35 students are attending every Tuesday and Thursday.</li> <li>○ Majority of these students are from the Year 7 &amp; 8 cohort, and around half of the students attending are utilising the Year 12 tutors.</li> <li>○ New P&amp;C initiative - Representatives from Shenton to attend some P&amp;C meetings to provide insight/ information into their role and take questions from the parents. Staff from our Information Technology Office will be presenting at the next P &amp;C meeting in Term 3.</li> </ul> <p><b>Resolution: The Board accepts the P&amp;C Report</b></p> <p><b>6.4 Executive Report</b></p> <p>Nothing to report</p> <p><b>Resolution: The Board accepts the Executive Report</b></p>		
---	--	--

**7.0 Business Arising**

Raised by	Time	Agenda item	Led by:	Supporting documents
<b>Next Meeting : Monday 30 July 2018</b>				
<b>Time : 4.30 to 6pm</b>				
<b>Venue : Boardroom</b>				