SHENTON COLLEGE P&C

MEETING MINUTES
2nd August 2018

PRESENT: Larissa Carpenter, Danielle Higgs, Inger Thompson, Michael Morgan, Nick
Emeljanow, Adrian Barich, Lesley McDuff, Andrew Fox, Evelyn Abatania, Jenny Hart, Vera
Dedijer, Pip Slaughter, Lina Al-Bayati, Wisam Kamil, Shae Garwood, Georgia Conto.

APOLOGIES: Justine Oxley; Viv Blycha.
Meeting Commenced @ 7.10pm

1. ACCEPTANCE OF PREVIOUS MINUTES
Accepted: Adrian Seconded: Inger

2. BUSINESS ARISING

3. CORRESPONDENCE
3.1 IN – WACSSO Invoice; President letters;
3.2 OUT - Nil

4. PRINCIPAL’S REPORT presented by Mike Morgan (details of report sent by email to all P&C
members prior to the meeting).
4.1 Celebrations – please see attachment for more details
   4.1.1 Zonta International has approached SC to be the first school in Western Australia to
launch a Zonta Club.
   4.1.2 Shenton Careers EXPO was a successful night with students from the Y11 hospitality
class catering the event. Students from certificate courses attended to help and answer
questions. SC offers more Certificate courses than any other school due to its size, this means
Years 10-11 can do Certificates II-IV courses.
   4.1.3 Music Performances: largest assembly of performances ever in the newly re-opened
gym with approx 1000 audience members attending.
   4.1.4 US Consul General Rachael Cook visited SC to discuss the US political system with Y11-
12 politics & law students.
   4.1.5 SC was the only Australian school (public or private) to be invited to attend the
Bulgarian International Maths Competition in July. Students placed 4th & 5th in competitions.
Thankyou letters were received from students for the $150 contribution from the P&C towards
each of their fundraising.
   4.1.6 Successful SC student ski trip during the July break, also attended by Mike.
   4.1.7 Canberra trip during break for 50 year 9’s, many congratulations from airline and tour
staff on the conduct and manners of the students.
   4.1.8 Alannah MacTiernan was invited to launch her book at SC on 1st Aug in conjunction
with UWA and the History Society. The book includes 1 chapter on the history of Lemnos. A
copy available to borrow from office.
   4.1.9 UWA Judo academy has partnered with SC to trial classes, 20 students are currently
in attendance. Classes run on Wednesdays for rest of the year.
   4.1.10 Book month is currently running in the iCentre, with weekly and daily focuses to
engage students and re-image the library.

4.2 Homework Club (HC) – please see attachment for trial statistics
Presentation by Georgia Conto who supervises the sessions and coordinates the Y12 tutors
(exemplary students with good knowledge of content chosen by Mike).
4.2.1 Relationship between tutors and students has been a positive interaction with both
benefitting.
4.2.2 The division of weekly sessions into HASS/english and maths/sciences sessions has not held, all sessions are now general.

4.2.3 Numbers have fluctuated (see attached statistics) but a core number are attending each session. There is a mix of students coming to work in groups or to seek help individually. An increase was seen in Week 8 after teacher promotion during class to use HC for an upcoming group project.

4.2.4 Ongoing role of P&C member to help disperse students at session end not required anymore.

4.2.5 Afternoon tea is important for those students who stay after school, a recommendation that this continues.

4.2.6 Discussion on whether the $7500 spent so far could have been used to benefit a greater number of students in another way. Decided that HC a great benefit to those students and tutors who attend. Hard to determine the actual number of different students who have used HC since it opened. A large group of parents requested HC to open. More promotion required to keep numbers optimal, between 40-50 students. More than 50 students and duty of care requires a second teacher to be paid to supervise. This cost could be negated if a parent/s with WWC volunteered to attend each session.

4.2.7 Georgia and Mike to promote HC with teachers and students, especially in 2019 with incoming Y7’s. Teachers will be encouraged to remind students they can use HC for group projects. This will ensure numbers increase to the optimum range.

4.2.8 Tutors are booked in until mocks in Week 9 T3. Discussion on closing HC at the end of Week 3 or look at bringing in Y11’s to replace them. Early closing will be influenced by timing of last Y7-11 assessments & homework. To be discussed at next meeting.

4.2.9 Member question: can we bring a NAPLAN focus to HC in 2019? Mike responded that if implemented we could run clinics for targeted students who need assistance, run by teachers. Although lots of support is already offered to those students.

4.2.10 Mike & Adrian to send a thank you certificate to IGA Shenton Park and Bakers Delight Crossways – Adrian to let Lesley know who to send to.

4.2.11 Nick to send next cheque to cover 10 weeks until T4 week 3 to Diane.

4.2.12 Adrian to sort roster for afternoon tea delivery if required.

Motion to extend the homework Club trial to Term 4 and review at next meeting:

**Accepted: Andrew Seconded: Inger**

4.3 **Meet The IT Department – please see attachment**

4.3.1 Mike introduced Simon & Bomik from SC IT Dept to talk about parents concerns around internet use and security. See attached notes.

4.3.2 Levels of security: 1. DoE connection; 2. UTM (Unified threat Management) hardware and subscription to updated white & blacklists supplied by Cyberhound; low level access will be dealt with by the school without need for parent involvement; 3. Jamf MDM.

4.3.3 Tiered levels of access through the years, eg Y7-8 cannot access blogs, Y9 they are allowed this privilege.

4.3.4 Shentons ideology is that students can be administrators on their laptops as they are learning to use technology so they can learn from their mistakes, rather than only having approved software available (sandbox mode). It is better not to lock the laptops as this can lead to feelings of paranoia and unjustness as well as searching for ways to get around locks which cannot be monitored, better to let the children have some control, monitor their activities and educate them on their choices. MM recommends reading “The Bonsai Child” on childrens restricted freedoms in the modern day.

4.3.5 IT Dept available for parents to contact with issues.

4.4 **Values & Norms presentation – moved to next meeting.**

4.5 Building update – hampered by the weather but still expecting to finish on schedule in early 2019.

5. **P&C PRESIDENT’S REPORT** presented by Adrian Barich
6. **SCHOOL BOARD REPORT** presented by Jenny Hart
6.1 Discussions on the nature of the board, such as staggered elective periods for positions rather than all becoming available at the same time for continuity.

7. **Treasurer’s Report** presented by Nick Emeljanow
7.1 See attached treasurer’s report. A cash based report reconciling back to the bank account.

7.2 Parental contributions received to date $196k. Nick advised that there was $56k available in the bank, some could be allocated towards school requests. Whilst the increase in contribution amount from $100 to $150 did see a 10% decrease in the number of contributors the total amount of contributions has increased approx 50k.

7.3 Discussed if P&C can motivate the 10% of parents who paid in previous years, but declined in 2018, to contribute again. Reminders continually sent out to those who haven’t paid.

7.4 Mike to compile a school request list to the value of $40k to present at next meeting for approval.

7.5 Nick to send Diane a cheque for $7500 for Homework Club costs.

7.6 Motion to accept Treasurers report as true and correct

**Accepted: Larissa Seconded: Pip**

8. **Friends of Music Shenton** presented by Andrew Fox
8.1 Mid-year concerts in the gym worked well, the music department are ironing out a few acoustic & logistic issues.

8.2 There are savings in the FOMS budget in not holding concerts at Perth Modern anymore.

8.3 Tickets were sold to the value of $8k. The extra $5 donation to FOMS on top of the ticket price generated approx $2500.

8.4 FOMS will continue providing refreshments at concerts, ATAR & Certificate assessments.

8.5 Christmas concert on December 6th in MS quadrangle, Chamber Music concert on 29th November.

8.6 Reserving funds in preparation of the move to the new building in 2019.

9. **General Business**
9.1 Jenny proposed that the P&C offer parent helpers to assist staff with the move to the new building sometime between December 14 and January 2019. Discuss at next meeting.

9.2 WACSSO conference on 18-19th August, Nick Emeljanow to represent Shenton.

Meeting Ended @ 9.00pm
Next Meeting Term 4: 25th Oct 2018, 7 pm in the School Board Room.
Last Meeting Term 4: 4th Dec 2018, 7 pm in the School Board Room.

**ACTION ITENS FROM MEETING:**

Adrian
- Confirm IGA and Bakers Delight both happy to continue providing afternoon for Homework Club until at least Week 3 in Term 4.
- Contact P&C if a roster is required for afternoon tea delivery to HC.
- Send contacts to Lesley for Thank You letter.

Nick
- Send cheque for $7500 to Diane for Homework Club.

---

**Shenton College – Celebrations**

**TERM 2 & 3  2018**

<table>
<thead>
<tr>
<th>Date</th>
<th>Celebration</th>
</tr>
</thead>
</table>
| 29 May 2018   | **ZONTA International Launch**  
Shenton College has formed an alliance with Zonta International and established the first school based Zonta Club in Western Australia.  
First project for Z Club, packaging of birthing kits to be sent to developing countries  
Aim to raise $3000 in order to package 1000 kits |
|               | Teacher in charge: Gary Green  
Students: All Middle school students invited to be involved |
| 12 June 2018  | **Shenton Careers EXPO**  
Gymnasium  
Shenton staff, University, TAFE exhibitors  
Students in the year 11 hospitality class catered for guests, staff, students at the Shenton Expo Event.  
Certificate course students were there to help and answer questions  
Students: 38 - Y11 Hospitality students, Certificate course students  
Teachers leading event: Jan Schofield, Leone Scott, Kate Powers |
| 13 June 2018  | **Year 7 & 8 Junior Music Performance**  
Gymnasium  
Largest Music Performance that has been held in the school.  
Teachers: Janine Taylor, Teresa Duhig, Simon Hawks, Tony Sun, IT Techs  
Students: Y7 & 8 Music students |
| 28 June 2018  | **Y11 Students create website to help end food wastage and help those in need in Fremantle**  
Inspired by their STEM course being taught at school. 2 Year 11 students created a website.  
Aim: Their website links different areas – businesses, charities, individuals – trying to take excess food from business and giving it to charities who need it |
<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>29 June 2018</td>
<td><strong>US Consul General Rachel Cooke visit to Shenton</strong></td>
</tr>
<tr>
<td></td>
<td>Presentation to Y11 &amp; Y12 Politics &amp; Law students</td>
</tr>
<tr>
<td></td>
<td>Discussed US political system and foreign policy to PAL students</td>
</tr>
<tr>
<td></td>
<td><strong>Teachers</strong>: Alex Roseveare, Daniel Johnson</td>
</tr>
<tr>
<td></td>
<td><strong>Students</strong>: 72 - Y11 &amp; 12 Politics &amp; Law Students</td>
</tr>
<tr>
<td>1st to 6 July 2018</td>
<td><strong>Bulgaria International Maths Competition</strong></td>
</tr>
<tr>
<td></td>
<td>Shenton was the only school in Australia, private or public to be invited to take part in the competition. Top mathematicians from all over the world were there to compete at the International Mathematics Competition BIMC 2018, hosted by the city of Burgas from 1st to 6th of July.</td>
</tr>
<tr>
<td></td>
<td><strong>Teachers</strong>: Samantha White, Dion Alfonsi</td>
</tr>
<tr>
<td></td>
<td><strong>Students</strong>: Year 9 - Edward Truong</td>
</tr>
<tr>
<td></td>
<td>Year 10 - Joshua Ban, Caroline Blair, Jayden Gong, Gabriela Kado, Anh Le, Ethan Schaap, Eu Yap</td>
</tr>
<tr>
<td></td>
<td><strong>Award</strong>: Friendship</td>
</tr>
</tbody>
</table>
**Assessment**

- Most students attend from 9am.
- Afternoon block of English/History and Philosophy Science is not needed.
- Early (afternoon) classes are needed.
- Most students leave on time. Some students need to leave.
- Less than 70% have done the assessments.
- 70% access the online resources.
- 4 students are using the online resources.

**Atoms**

- Tutors and pupils are paid $25 an hour (approx. $10k per 10 weeks with 5
  work considered). Every week worth $10k.
- Some students are paid and others are not. Some tutors help. These tutors
  have been told to only register for every session. They can't
- Some students attend every session.

**Homework Club Trial Statistics**

<table>
<thead>
<tr>
<th>Week 3</th>
<th>Week 4</th>
<th>Week 5</th>
<th>Week 6</th>
<th>Week 7</th>
<th>Week 8</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tues 2/7</td>
<td>Tues 3/7</td>
<td>Tues 7/7</td>
<td>Tues 2/6</td>
<td>Tues 3/6</td>
<td>Tues 7/6</td>
</tr>
<tr>
<td>Mon 1/7</td>
<td>Mon 2/7</td>
<td>Mon 3/7</td>
<td>Mon 1/6</td>
<td>Mon 2/6</td>
<td>Mon 3/6</td>
</tr>
<tr>
<td>Tues 2/6</td>
<td>Tues 3/6</td>
<td>Tues 7/6</td>
<td>Tues 2/5</td>
<td>Tues 3/5</td>
<td>Tues 7/5</td>
</tr>
<tr>
<td>Mon 1/6</td>
<td>Mon 2/6</td>
<td>Mon 3/6</td>
<td>Mon 1/5</td>
<td>Mon 2/5</td>
<td>Mon 3/5</td>
</tr>
<tr>
<td>Tues 2/5</td>
<td>Tues 3/5</td>
<td>Tues 7/5</td>
<td>Tues 2/4</td>
<td>Tues 3/4</td>
<td>Tues 7/4</td>
</tr>
<tr>
<td>Mon 1/5</td>
<td>Mon 2/5</td>
<td>Mon 3/5</td>
<td>Mon 1/4</td>
<td>Mon 2/4</td>
<td>Mon 3/4</td>
</tr>
<tr>
<td>Tues 2/4</td>
<td>Tues 3/4</td>
<td>Tues 7/4</td>
<td>Tues 2/3</td>
<td>Tues 3/3</td>
<td>Tues 7/3</td>
</tr>
<tr>
<td>Mon 1/4</td>
<td>Mon 2/4</td>
<td>Mon 3/4</td>
<td>Mon 1/3</td>
<td>Mon 2/3</td>
<td>Mon 3/3</td>
</tr>
<tr>
<td>Tues 2/3</td>
<td>Tues 3/3</td>
<td>Tues 7/3</td>
<td>Tues 2/2</td>
<td>Tues 3/2</td>
<td>Tues 7/2</td>
</tr>
</tbody>
</table>

**Space**

- Total Student Year 7 Tutor with: 1
- Total Student Year 8 Tutor with: 2
- Total Student Year 9 Tutor with: 3
- Total Student Year 10 Tutor with: 4
- Total Student Year 11 Tutor with: 5
- Total Student Year 12 Tutor with: 6
- Total Student Year 13 Tutor with: 7
- Total Student Year 14 Tutor with: 8
- Total Student Year 15 Tutor with: 9
- Total Student Year 16 Tutor with: 10

**Extra Information**

- Club on Monday, Club on Tuesday, Club on Wednesday, Club on Thursday, Club on Friday.
An added benefit of student devices enrolled into the Jamf software is the ability to remotely lock the device if its loss or stolen.


compliance and security. This software also assists us in being able to enhance privacy, such that student devices enrolled into Jamf can see or
Shenton College uses Jamf PRO (Mobile Device Management) software specific to Apple devices to apply updates to our students and updates to keep devices

what sort of digital citizen they might be.

students are able to view their grades and also complete their classwork. It also allows all other students to create a personal sense of accountability and
participate in educational resources.

Shenton College is a 200MB Day, Internet usage grants to our students. This does not include College internet sites, operating system upgrades, security

There is also a strategic model that monitors and tracks inappropriate comments and uses in blogs and forums.

All usage is monitored and there is a comprehensive reporting facility.

Social media and online bullying are completely blocked for students at Shenton College.

certain applications are blocked for all users (including staff), such as summation, Adobe Photoshop, Set Hart, Fortinet Repositions.

Internet filtering is enhanced by being able to define usage policies and block certain applications to age or sex level.

Details of the requirements for students to maintain a healthy and productive environment are available. Internet access is blocked for all users (including staff), such as Adobe Photoshop, Set Hart, Fortinet Repositions.

In addition to the above, Internet is blocked for all users, including staff, such as Adobe Photoshop, Set Hart, Fortinet Repositions.

The Shenton College network links the outside world via a Doe-supplied connection common to all 800 WA schools. This connection is robust, secure.
Friends of Music at Shenton (FOM@S) Convener Report, July 2017
Friends.of.music.at.shenton@gmail.com

2018 FOM@S meeting dates (3rd Monday of each term):
7/8/2018, Tuesday 6pm, Arts Arena staff room – postpone due to unavailability of teachers.
29/10/2018, Monday 6pm, Arts Arena staff room.

2018 FOM@S Committee:
Convenor – Nee Nee Ong
Deputy Convenor – Kristy Orchard
Treasurer – Gaynor Ott
Secretary – Robyn Tan, supported by Carolyne Ryall
P&C Liaison - Andrew Fox
Communications – Brian Widaiodarmono
TryBooking – Lorraine Defleur
Committee Members – Trish Lewis, Sarah Hamilton, Janine Taylor, Teresa Duhig, Savera Boodhun

Concert Dates:
Term 3:
Tuesday August 14th - 5.30pm Cert II/III performance assessment evening
Thursday August 30th - 5.30pm 12 ATAR Recital evening
Tuesday September 4th Senior Music Concert – Perth Modern 7pm

Term 4:
Tuesday October 23rd – 5.30pm Cert II/III performance evening
Thursday November 29th – Shenton Music Chamber Concert – Shenton College 6.30pm
Thursday December 6th – Xmas Concert Shenton College

FOM@S agree to provide simple refreshments for the Cert II/III and ATAR performances and assessments, in addition to the assistance already provided for the concert. No donation for the refreshments and only one volunteer required.

Concert Update:
Tuesday June 12th – Junior Concert
Tuesday June 19th - Intermediate Music Concert
Tuesday June 26th – Senior Music Concert

The new Shenton gymnasium was utilised for Junior and Senior Concerts. This was ideal venue as larger capacity to allow all family and friends of performers to attend, minimal moving of equipment for performance and refreshments, not stage stand/chair moving, students are able to sit and watch the concert when they are not performing and no need to pay Perth Modern for use of their auditorium.

Financial Summary:
Total to be transferred to Shenton College:
Concert 1: sold 347 tickets = $3,488
Concert 2: sold 91 tickets = $873.55  
Concert 3: sold 241 tickets = $3,598

Donation tickets for FOM@S -  
Concert 1: sold 108 tickets = $1,573.70  
Concert 2: sold 35 tickets = $509  
Concert 3: sold 54 tickets = $786.52

Refreshments approximately $400

**Treasurer Summary:**
- Electronic transfers are now in place.

---

**FRIENDS OF MUSIC**

**SHENTON COLLEGE**

**Treasurer Report**

**Date:** 14 May 2018

**Items**

1. 2018 Budget tabled.
   - The 2018 FOMS budget will deliver a $1394 deficit. The reason for a deficit is that 2018 is an off year for the FOMS biannual special fundraising event. The deficit is 25% of the deficit tabled in 2016, the last special fundraising off year, and the cash balance remains healthy.
   - In addition to student concert ticket sales, FOMS has allocated $4400 in the budget to be donated to the Shenton Music Department for equipment, prizes, and sundries.
   - The Shenton Music Departments forward requests for contributions from FOMS have been relatively low for 2018. Money is being held in leu for 2019 when the Shenton Music Department will expand into the Arts Area on completion of the Shenton building project. It is expected that with the additional space, and the current age and condition of some of the larger instruments, a significant sum will be needed to replace and supplement music instruments and equipment.
   - The Christmas Concert will be the main FOMS fundraising event for 2018 and is expected to contribute $2600 to revenue.
   - Moving approximately half of FOMS cash reserve to the Business Online Saver Account has increased interest income by approximately $60 per annum (1200%).

2. 2018 Budget Breakdown tabled for discussion.
<table>
<thead>
<tr>
<th>Expenses</th>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deposit</td>
<td>1/1/2018</td>
<td>Interest</td>
<td>$4.96</td>
</tr>
<tr>
<td>Deposit</td>
<td>1/2/2018</td>
<td>Interest</td>
<td>$4.96</td>
</tr>
<tr>
<td>Deposit</td>
<td>1/3/2018</td>
<td>Interest</td>
<td>$5.38</td>
</tr>
<tr>
<td>Deposit</td>
<td>6/3/2018</td>
<td>Deposit</td>
<td>$14.00</td>
</tr>
<tr>
<td>Deposit</td>
<td>1/4/2018</td>
<td>Interest</td>
<td>$5.96</td>
</tr>
<tr>
<td>Deposit</td>
<td>1/5/2018</td>
<td>Interest</td>
<td>$5.77</td>
</tr>
<tr>
<td>Account Balance</td>
<td></td>
<td></td>
<td>$20,011.07</td>
</tr>
<tr>
<td>Pending</td>
<td></td>
<td></td>
<td>$0.00</td>
</tr>
<tr>
<td>End Balance</td>
<td></td>
<td></td>
<td>$20,011.07</td>
</tr>
</tbody>
</table>

3. First quarter of calendar year expenses tabled.
   • No outgoing payments have been transacted since the February meeting.

4. Authority for signatories for 2018 disbursements has been completed. This was done at the Subiaco CBA branch.

5. All outstanding cheques for last year’s tour account have been cashed and the tour account balance is now at zero dollars.