



General Meeting of the School Board

Date: Tuesday 25 February 2020

Venue: Conference Room, DSHS

Present: David Ford (Chair), Peter Lillywhite (Principal), Steve Galvin (Teacher), Louis Cheeseman, Justine Avenell (Manager Corporate Services), Helen Egeberg (Community Member) Sasha Brennan (Teacher), Barbara Kamarudin (Teacher), Rebecca Newton (Parent), Kristian Ravn (Parent), Hannah Von Ahlefeld (Parent), Vilko Poznovia (Parent)

Minutes: Jane Street

Meeting Opened: 6.00pm by David Ford, Chair

1. Welcome - to new members – Steve and Kristian

2. Apologies – Kate Walawski (Community Member)

3. Minutes of Previous Meeting

The previous minutes of 10 December 2019 were proposed by Sasha to be signed as true and correct. This was seconded by Vilko. All in favour.

4. Matters Arising from Previous Minutes

Board Objectives for 2020

- Update the Constitution - Kate will review the document over the break and will present a draft at the next meeting for discussion. All agreed. David to follow up with Kate.
- Discuss and review the Foundations of Successful Governance
- Review the Terms of Reference
- Preparation for the Business Plan review. David, as Chair, and one other board member will meet with the reviewers as part of the review process.

It was agreed that the above items will be put on the agenda for the next meeting (24 March)

5. Correspondence

Correspondence out

- Email sent to Kristian Ravn accepting his application to the Board.
- Email sent to Paul Stone declining his application to the Board at this time.
- Letter received from Director General, Lisa Rodgers. The Department has looked at school data and has recognised that we are a school on the move and doing well and has asked to congratulate the staff and School Board for doing so well. A copy of the email has been forwarded on to Stephen Spice and Owen Goyder.



6. Committee Reports

(1) Finance Report – Justine Avenell

Justine presented the Finance Report (attached).

- Bank Accounts (as of 25/02/2020)

Cheque account	\$ 739,439.63
Investment	\$ 763,267.24
Building Fund	\$12,520.24
- One Line Budget 2019
 - Salary Expenditure \$14,118,883 leaving a surplus to roll over for 2020.
- Cash Budget 2019
 - Cash surplus of \$303,300.
 - Revenue shortfall in voluntary contributions - 72.5% collection rate in 2019 - 85% in previous year. \$164K in voluntary contribution debt was cancelled this year (Note: we cannot get debt collectors involved for voluntary contributions). In future, these charges will remain on student account as unpaid. Many families are on payment plans and we will actively encourage others to do same.
 - Revenue shortfall in facilities hire – we currently hire out the pavilion, tennis courts, gym and oval to outside users. It is very important to support community partnerships and we are working hard to retrieve overdue revenue.
- One Line Budget 2020
 - \$16.5m based on 1640 enrolments at census date 14/0/2020.
 - \$15.5m will be used for staff salaries and \$1.2m for operational expenses.
 - We will monitor this closely and report on a regular basis.
 - Locally generated income will come mainly from charges and contributions and transfer from reserves. Query as to where the fundraising/donations/ sponsorship comes from. Justine will confirm at next meeting.
 - David moved to accept the 2020 budget presented by Justine. Hannah seconded
 - Planned projects are being updated regularly. Funding will be coming out of reserves or will remain in the pipeline to 2021.
 - David moved to accept the report. Louis seconded.

(2) Principal's Report - Peter Lillywhite

Peter presented a review of 2020 to the Board. (attached).

- **New staff** – 19 new staff commenced at the beginning of Term 1. Executive structure as follows:



Principal
Associate Principal (Years 7 & 8; HR)
Associate Principal (Years 9 & 10; Technology)
Associate Principal (Years 11 & 12)
Associate Principal (Student Excellence 0.2FTE)

Peter Lillywhite
Stephen Galvin
Andrew Hill
Nicole Baker
Owen Goyder

- **2019 Results**

- Median ATAR 81.95 – ranked 11th amongst Public Schools & 37th overall.
- 26% of our ATAR students achieved an ATAR in the top 10% of the State.
- 11% of the students achieved an ATAR of 95 and above, and 15% of the students achieved an ATAR of between 90 and 95.
- Duncraig's ATAR Dux winner Briana Jansen achieved a General Exhibition Award and an ATAR of 99.9 and Maia Knoblich received a Subject Exhibition for Human Biology (Top student in the state)
- VET completion 98%

- **Business Plan**

- Pete discussed our achievements in 2019 against the 9 targets of the Business Plan.
- Destination data to follow for next meeting
- Attendance – going forward we need to change the mindset of parents in relation to appointments and family holidays

- **Focus for 2020**

- Building relationships in the classroom
- Creating our own framework that describes quality teaching at DSHS
- Develop a whole school approach to teaching writing
- Develop study skills

- **Support from the Board**

- School review Week 8 Term 2– a snapshot in time – Agenda item next meeting
- We desperately need funding to upgrade our Technologies and Science blocks. Our sister school, Williton SHS, is currently undergoing a \$80M upgrade. Pete met with Tony Krsitovic on Monday 17 February to seek assistance. Although sympathetic with our cause, the only offer of assistance was to present a number of questions to parliament on our behalf. The Board need to consider what questions need to be asked and to bring ideas to the next meeting. We need to expand our thinking on how we can get funding. We need to reinforce what we have is not meeting our needs – to be a great school we need great resources. David suggested he contact the shadow minister to arrange an appointment.
- Re-think library space
- 21st century skills/STEM/innovations
- Strengthening our brand – website re do
 - Encourage members to participate in school events – present awards.



- Media releases by students.
 - Students to concerns also with Parliament
 - Need to connect with industry more
- Education focused community
- All the above will be agenda items for forthcoming meetings. Student Leadership team will make a short presentation to the Board at the next meeting (Open Meeting 24/03/2020)
- David proposed to accept Pete's reports and Helen seconded.

7. Any other Business:

Thank you to previous board members – Neil Riches and Nicole Baker. David to prepare a letter of thanks to both.

8. 2020 Meetings:

Tuesdays at 6pm on the following dates. Please add to your calendars

25 February

24 March AGM (Open Meeting)

19 May

16 June

11 August

8 September

3 November

8 December

Meeting Closed at 7.35pm