**CHURCHLANDS SENIOR HIGH SCHOOL**

***An Independent Public School***

**SCHOOL BOARD MINUTES – MEETING NO. 4 OF 2018**

**HELD IN THE CONFERENCE ROOM ON THURSDAY, 28 JUNE 2018**

**ATTENDEES:** John Gillon (Chair and Community Member), Neil Hunt (Principal), Grant Brinklow (Elected Parent Member), Janet Pettigrew (Elected Parent Member) Adrian O’Brien (Elected Parent Member), Tracey Gralton (Alumni Representative), Jane Hegarty (Staff Member), Kim Hudson (Staff Member), Ethan Blume (Head Boy), Shrushti Jethva (Head Girl) and Kylie Hearle (Minutes). Meeting commenced at 5.30 pm.

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| **AGENDA ITEM NO.** | **ITEM/DECISION** | **SPEAKER** | **ACTION/OUTCOME** |
| 1. | Apologies |  | Chris Porteous (P & C Representative). |
| 2. | Acceptance of the Minutes |  | **Resolution:**  That the minutes of the meeting held on the 31 May 2018 be accepted as tabled.  **Moved:** John Gillon**,** seconded Janet Pettigrew **. Carried unanimously.** |
| 3. | Business arising from Minutes | John Gillon | John advised that he had communicated with Allirra Winmar and it was agreed that she needed to stand down as a member, however if she returns to Perth in the future she would still be interested in being part of the board. Allirra will make any recommendations if they come to hand as a replacement.    **Resolution:**  That the School Board formally accepts Allirra Winmar’s resignation.  **Moved:** John Gillon, seconded Neil Hunt. **Carried unanimously.** |
| 4. | Finance Report | Neil Hunt                            John Gillon                    Tracey Gralton | The following documents were tabled:     * + 2018 Voluntary Contributions/Optional Charges and Subject Charges/Extra Cost Optional Charges collection rates to the ending 31 May 2018.   + Income/Expenditure/Bank Statement summary as at the end of May 2018.   + Minutes of the Finance Committee Meeting held on 14 June 2018.   + Year 7 to 12 Contributions and Charges for 2019.     Neil gave an overview of the collection rates up to the end of May 2018. The collection rates had improved as expected however overall they were still below the 2017 figures and ranged from 2% to 7% difference. It is anticipated that the collection rates will be mid to high 80% and similar to 2017. The Finance Committee had looked at these figures and would continue with the faculty areas receiving 90% of the charges collected.    John questioned the contributions and charges and how this is applied? Neil reported that voluntary contributions only applies to Year 7 to 10 and the Government has applied a maximum charge of $235. There are no voluntary contributions for Year 11 and 12 students, these become charges. If a student chooses an option in Years 7 to 10 (e.g. woodwork/cooking) this is a charge and payment is required. Charges cannot be applied to compulsory subjects (English/Humanities and Social Sciences/Mathematics and Science).    The school has not yet been advised of the Student Centred Funding model for 2019 however expected not to change much from 2018.    Tracey asked how the faculties utilise their funds. Jane Hegarty as Head of the Arts faculty answered that each faculty is given a budget and they have to account for how those consumables for each subject area are spent. They must also acknowledge in their Reserve Account for up to three years on what that Reserve Account is being spent on to keep pace of the expectations of that particular subject area (e.g. books/cameras etc.).    School Board Finance Report  Neil spoke to this report and advised that an audit of the school will commence on July 20.    The school has used $1.1 million from its reserve accounts to balance the budget.    The fencing project along Hale Road which will come from Reserve Account funds was a project initially planned for a number of years ago and has been submitted to BMW for commencement process. The fencing will be of limestone piers with internal tubing and will improve the aesthetics of the school grounds along Hale Road. Within the school it will give a tidier look, be safer for footpath users as it will keep the soil off the footpaths, and stop balls from going onto the road.    Possibly the P & C could be asked for some financial assistance.    2019 Contributions and Charges  The Year 7 to 12 Contributions and Charges were tabled and discussed as recommended by the Finance Committee. Neil showed all the contributions and charges for all year levels and advised any increases on 2018. There was also the introduction of two new courses.    The Finance Committee moved and passed a motion that:  “Instrumental students hiring an instrument through the school must pay a levy of $150.00 per year to cover the costs of the maintenance and repair to the instrument. This is a charge only for students hiring an instrument through the school and MUST be paid prior to collecting the instrument”.    **Resolution:**  That the Year 7 to 12 Contributions and Charges for 2019 as recommended and tabled by the Finance Committee be endorsed by the Board.  **Moved:** Neil Hunt, seconded Jane Hegarty. **Carried unanimously**. |
| 5. | Correspondence In |  | Nil. |
| 6. | Correspondence Out |  | Nil. |
| 7. | Principal’s Report | Neil Hunt | Attached as an addendum.    2019 Board Meeting dates  As in the past School Board meetings have occurred on the last Thursday of each month, except when this closely follows a term break. All those present agreed that no change needed to be made to this and were happy to continue in the same manner.    Major Works:  The pool plant room is now expected to be completed by the end of November.    2019 Student Numbers:  It is expected that student numbers will rise by approximately 170 students in 2019. Year 11 and 12 numbers will increase as the higher year group numbers start to filter through and this will equate to extra funding. Non ATAR students also receive extra funding. It is expected that 2019/2020/2021 will be when Churchlands reaches its peak before declining due to the opening of the inner city college, however Churchlands SHS is still unsure of what impact it will have.    Shrushti felt that there was no movement issues around the school, except for at recess/lunch and for the changeover between periods. Students were now used to this and dealt with it accordingly. Shrusti and Ethan both reiterated that the facilities were great and the movement issue minor.    It is thought that the ideal number of students attending Churchlands SHS is approximately 2600 students. This would mean there would be no transportables on the oval but keeping the three that are located near the English block. |
| 8. | General Business | John Gillon | Churchlands Foundation:  John advised that he was still to hear back from Western Power, however the application had been accepted and a priority date had been given. It was a matter of just waiting and hoping that it will be given the go ahead soon. The cost is of concern however a full financial analysis will be undertaken when the augmentation cost is known. |
|  |  | Chris Porteous | P & C Report:  The minutes of the 11 June 2018 were tabled. Unfortunately the Treasurer has resigned and an email has been sent to all parents seeking a replacement. This is an important role and especially with being involved in the day to day running of the Uniform Shop. |
|  |  | Tracey Gralton      Adrian O'Brien | Alumni Report:  An electronic newsletter will be emailed out shortly to all on the database. This will also include information on the 50th year celebration of those that graduated in 1968.    Adrian questioned whether School Board members need to have a Working With Children check? Neil would investigate this and to be placed under Business Arising at the next meeting. |
|  |  | Ethan Blume & Shrushti Jethva | Student Report:  Shrushti and Ethan advised that the World Vision Day held on Thursday, 21 June 2018 was very successful and had raised $2700. The students sold pizzas, drinks, had activities and a gold coin donation for free dress. Each House supports one child, and the four children are from India, Ethiopia, Cambodia and Uganda. It costs $2304 to do a basic sponsorship for these children and the extra will assist with general help around the community and for birthdays and Christmas. This started in September 2016 and it is hoped to continue and get bigger with each year. |
| 9. | Meeting closed |  | Meeting closed at 6.50 pm. |
| 10. | Next Meeting |  | Thursday, 30 August 2018 and will be the advertised Open Meeting for 2018 |