



# CHURCHLANDS SENIOR HIGH SCHOOL

## *An Independent Public School*

### SCHOOL BOARD MINUTES – MEETING NO. 5

HELD IN THE CONFERENCE ROOM ON THURSDAY, 14 AUGUST 2025

**ATTENDEES:** Dr Genevieve McSporran (Community Member and Chair), Neil Hunt (Principal), Dean Healy (Elected Parent Member), Matt Turnbull (Elected Parent Member), Michelle Palethorpe (Community Member), Kym Lucchesi (Staff Member), Hagop Boyadjian (Staff Member), Paige Pickford (School Captain), Sienna Van Maanen (School Captain), and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

AGENDA ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Apologies  Welcome  Welcome to Country		Adnan Visram (Community Member), Associate Professor Dr Elaine Wong (Elected Parent Member), Geoff Lummis (Alumni Representative), Russ Fishwick JP (Community Member), Kris Mainstone (Community Member) and Gabriella Jerrat (P&C Representative)  Hagop Boyadjian (Staff Member) has joined the School Board has a staff member due to the absence of Jamie Long (Staff Member).  Genevieve acknowledged the traditional owners of the land that we meet upon, and respect their cultures, and enduring connection and contribution to education at this school and beyond.
2.	Acceptance of the Minutes		<b>Resolution:</b> That the minutes of the meeting held on the 19 June 2025 be accepted as tabled. <b>Moved:</b> Kym Lucchesi, seconded Neil Hunt. <b>Carried unanimously.</b>

3.	Business arising from Minutes	<p>Documents were tabled relating to the resolution made by the School Board in November 2018 acknowledging the Churchlands Foundation and P&amp;C in the setting up of the scholarship program. The Sub Committee membership, whilst stated nominated parties, representatives of each of those parties are involved in the decision making process.</p> <p>It was agreed that a current acknowledgement was required.</p> <p><b>Resolution:</b> The School Board acknowledges the 2018 memorandum and resolution for the establishment of the Churchlands Foundation Scholarship Committee. The School Board endorses the Sub Committee which can consist of members from the School Board, P&amp;C, Churchlands Foundation and school community.</p> <p><b>Moved:</b> Neil Hunt, seconded Dean Healy. <b>Carried unanimously.</b></p> <p>A number of applications has been received for Churchlands Foundation scholarships and grants. It is expected that a number of these will be showcased in the next newsletter, outlining the benefits, experiences and opportunities, it has allowed the participants and in turn, support and benefit students at Churchlands SHS.</p> <p>The School Board noted the partnership between Churchlands SHS and the Alumni (Minutes of the meeting held on 29 November 2018).</p> <p><u>CSHS Business Plan - School Board review:</u> Neil advised that no further correspondence or contact had been made with the school regarding the ESAT review dates.</p> <p>Kym spoke to the Business Plan and in particular around High Quality Teaching and Effective Leadership:</p> <p>Kym advised that the focus over the past few years has been on formative assessment and the associated key areas, and is being integrated into the quality teaching and learning framework. This will also fit into other parts of the Business Plan. The resources developed will assist educating new staff, parents and students. A pulse check has been completed over the last three years to assist in monitoring and help guide initiative.</p>
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			<p>Feedback received has reflected on how to improve, and to make it more accessible and visible to the students and involve them in the process more.</p> <p>Instructional rounds and classroom observations are school wide, non-judgmental processes focused on collective improvement. The focus of our first round is to review how we are using formative assessment in our classrooms.</p> <p>Formative assessment are teacher strategies used to determine what a student knows, and what they need to know to move forward. Summative assessment is a score given from an assessment or assignment.</p> <p>Teachers work with students to develop strategies that strengthen self-regulated learning, encouraging them to work independently and take responsibility for what they are doing and why. When students are actively involved in the process, they are more likely to make meaningful progress.</p> <p>When the Business Plan review takes place, these supplementary notes will assist the teachers involved, imparting their practice knowledge, and is an area that the school excels in.</p> <p>Neil advised that Kate Grayson in Term 4 will start the process of seeking staff who are interested in the preparation and development of the next Business Plan. Student voice will also be sought at this stage so to enable students to impart their thoughts.</p> <p>Student and staff wellbeing - A survey has been created and will become part of the Quality Teaching and Learning Framework. Kristi Collins (Health and Physical Education teacher) tomorrow will be working with staff to develop the framework for student wellbeing.</p> <p>Genevieve thought that it was important Churchlands SHS align to the National framework policies, directives, resourcing and make these visible components of our plan.</p> <p>There is a plan through UWA to develop a survey for students to complete every fortnight online. These results would be fed back through a process so we are able to receive feedback. This more than likely will be sampled by students from Year 7 to 10. It is now waiting for approval to be involved in this process.</p>
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4.	Finance Report	Neil Hunt	<p><u>Finance Reports:</u> Neil gave an overview of the Finance documents and in particular around the Contributions and Charges documents, and all measures are approximately 15% down compared with the previous year. The Finance Committee will meet in two weeks time, and discussions will then take place on the impact, and possible strategies. It maybe that the new finance platform may have had an impact. Reminders have been sent to parents.</p> <p>Neil gave an explanation of the \$235 amount which is not mandatory, however subject choices such as outdoor education - payment for these choices are expected to be paid. Possibly more communication to parents should be considered.</p>
5.	Correspondence In		Nil.
6.	Correspondence Out	Matt Turnbull	<p>Email to Basil Zempilas MLA, thanking him for making time to speak with School Board representatives and engaging in discussion on key issues affecting the school community.</p> <p>A meeting had taken place with Basil Zempilas MLA, Genevieve McSporran, Neil Hunt and Matt Turnbull a couple of weeks ago following up on a 2024 discussion. The main items discussed being leadership and Churchlands SHS becoming a GATE Academic school. The narrative portrayed was the importance of the GATE programs being joined and the benefit the school will gain through this partnership.</p> <p>Genevieve had forwarded the power point presentation which had been prepared for the last meeting with the Minister for Education.</p> <p>A follow up will take place middle Term 4, to see if any progress has been made by the parties involved.</p>
7.	School Captains' Report	Paige Pickford and Sienna Van Maanen	<p><u>School Captain's Report:</u></p> <p><u>The Push-Up Challenge:</u></p> <ul style="list-style-type: none"> <li>• Over 200,000 push ups achieved with 23 teams participating (teams consisted of 5-21 students)</li> <li>• Online donations raised an amount of \$9,139</li> <li>• Student leadership stalls were held, and the Battle of the Bands sausage sizzle raised an additional \$1,640</li> <li>• Total raised being \$10,789</li> </ul> <p>Thank you to everyone in the school community for raising funds and being involved in this event to raise awareness about mental health.</p>

			<p><u>World's Greatest Shave:</u></p> <p>Is to be held on Tuesday 26 August. An amount of \$4,500 has been promised and the goal has now been raised to \$10,000, and funds raised will go to the Leukaemia Foundation. Many of the students, along with Paige and Sienna are to have their head shaved, cut or dyed. A number of staff members are being encouraged to participate.</p>
8.	Principal's Report	Neil Hunt	<p><u>Principal's Report:</u></p> <ul style="list-style-type: none"> <li>• Year 7 enrolments are significantly more than last year, with currently 369 as at today's date.</li> <li>• Akashi Nishi High in Japan, our sister school arrived on the 2 August and departed on the 11 August. Lee Ellis (Language Department) coordinated a fantastic cultural program for them and the visitors were hosted out during this time. Except for the brief period caused by the pandemic, this program has been continuous for over 40 years and remains the longest running international exchange program in WA.</li> <li>• Discussion took place on staff changes for 2026 and the plans for recruiting replacements.</li> </ul>
9.	P&C Report	Neil Hunt	<p><u>P&amp;C Report:</u></p> <p>Neil advised in Gabriella's absent that the P&amp;C had met on Monday, 11 August:</p> <ul style="list-style-type: none"> <li>• The P&amp;C will hold over their planned Quiz Night until 2026. The Music Parents Committee will be holding a Quiz Night in Term One to raise funds to assist with the Music Tour in 2026.</li> <li>• An independent contractor has been sourced to look at the pathway from Memory Place to the Concert Hall (with lighting and be suitable for wheelchair access). They are waiting for a written quote and it is hoped that the project will commence this year.</li> </ul>
10.	Chair Report	Genevieve McSporran	<p><u>Chair Report:</u></p> <p>Genevieve spoke to her report:</p> <ul style="list-style-type: none"> <li>• Providing details on the GATE Academic Program meetings and personnel involved in the process to assist with any further follow up.</li> <li>• School Board training and professional development has been reviewed, and Kate Grayson and Michelle Palethorpe will provide training sessions at the next two Board meetings covering the topics: Decision Making and Risk.</li> <li>• Online School Board induction and training modules are available for individual members to undertake and will be shared with members.</li> <li>• Genevieve added some topics of interest for members to peruse.</li> <li>• Genevieve will share a Mentimeter link to collect data around principal recommendation feedback.</li> </ul>

11.	Alumni Report		<u>Alumni Report</u> A report from Geoff was tabled and included: <ul style="list-style-type: none"> <li>• The 5 August meeting was cancelled, and the next meeting has been scheduled for the 10 September.</li> <li>• A request had been received from the 1971 year group to recognise a member of their year.</li> <li>• Draft documents had been forwarded to the Media and Marketing Officer for consideration.</li> </ul>
12.	General Business		Nil.
13.	Meeting closed		6.29pm
14.	Next Meeting		Thursday 11 September 2025 (Open Meeting for 2025)