



CHURCHLANDS SENIOR HIGH SCHOOL

An Independent Public School

SCHOOL BOARD MINUTES – MEETING NO. 4

HELD IN THE CONFERENCE ROOM ON THURSDAY, 19 JUNE 2025

ATTENDEES: Dr Genevieve McSporran (Community Member and Chair), Neil Hunt (Principal), Dean Healy (Elected Parent Member), Matt Turnbull (Elected Parent Member), Associate Professor Dr Elaine Wong (Elected Parent Member), Kris Mainstone (Community Member), Michelle Palethorpe (Community Member), Gabriella Jerrat (P&C Representative), Kym Lucchesi (Staff Member), Jamie Long (Staff Member), Paige Pickford (School Captain), Sienna Van Maanen (School Captain), and Kylie Hearle (Minutes). Meeting commenced at 5.32pm.

AGENDA ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Apologies Welcome to Country	Jamie Long	Adnan Visram (Community Member), Geoff Lummis (Alumni Representative) and Russ Fishwick JP (Community Member). Kaya! Jamie acknowledged the traditional custodians of the land of which we meet today, the Whadjuk Noongar people and it is always a privilege to meet upon this land. We acknowledge and pay our respect to elders past, present and emerging.
2.	Acceptance of the Minutes		Resolution: That the minutes of the meeting held on the 22 May 2025 be accepted as tabled. Moved: Kris Mainstone, seconded Neil Hunt. Carried unanimously.
3.	Business arising from Minutes		<u>Churchlands SHS Terms of Reference</u> The Churchlands SHS Terms of Reference has been updated with the resolution carried at the 22 May 2025 meeting and tabled. A sample of the Education Department's Model Term of Reference for unincorporated Councils/Boards (2023 Version 1) was also tabled for members perusal.

		<p><u>CSHS Business Plan - School Board review</u></p> <p>The review document was shared by link to members and tabled for consideration. The school review date was expected to be in Term 3 however may now be in Term 4.</p> <p>It was agreed that the next two meetings: 14 August (High Quality Teaching and Effective Leadership) and 11 September (Learning Environment, Successful Students, Relationships and Partnerships) be evaluated.</p> <p>Neil gave an overview of how the review process takes place. In addition, he spoke to how the GATE Music program is being affected by not being able to offer a GATE Academic program. The big negative is the cost to the quality of the Music program.</p> <p>Considerable discussion took place on the background of the GATE programs and how these programs are marketed to students and parents.</p> <p>A meeting with the member of Churchlands, Basil Zempilas MLA, will take place on 27 June and a number of funding requests will be tabled along with the GATE Academic topic.</p> <p>Hot topics that are to be additional items to our internal list include: GATE Music/GATE Academic/sporting programs and the front facade of the school.</p> <p>The front facade, Student Services Centre and an external stage with lighting where the Jazz nights happen, has attracted \$130,000 from Christine Tonkin and will appear in the July funding gateway.</p> <p>School tours were discussed, and some tours are highly successful, well attended and continue to be held each year, including: Year 8 AEP Coral Bay, AEP Canberra/Sydney Tour, Music Tour and language tours. The Ancient History Tour to Greece has not occurred due to staff availability; ski tours have been banned by the Government and the Basketball Tour was not able to go ahead this year due to the slow approval process. The student leadership camp was not held in 2024 or 2025 and were usually held before the commencement of Term 1.</p> <p>The student leadership camp in the past was held for councillors and house captains and were stay overnight events which were highly valued due to the camaraderie created. The Harvard presentation was very good and different and was available for councillors only. Overnight events have an impact on staff - this will be further discussed at a later date.</p>
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4.	Finance Report	Neil Hunt	<p><u>Finance Report:</u></p> <ul style="list-style-type: none"> • The Operational One Line Budget was presented as at the end of May 2025 with Neil providing an explanation of Income and Expenditure. • Contributions and Charges as at the end of May 2025 was also tabled. The Voluntary Collection Rate Years 7-10 excluding the Education Program Allowance, collection rate in 2024 was 49.25% compared to 36.00% in 2025. The Voluntary Collection Rate for Years 7-10 including the Education Program Allowance being 49.43% (2024) and 40.70% (2025). <p>Outstanding account reminders have been sent to parents recently.</p> <p>The Overall School Course Optional Charges and Subject Charges Years 7-12 was 62.95% (2024) and 53.61% (2025).</p> <p>The Overall Extra Cost Optional Charges Collection Rate for Year 7-12 is 56.15% (2024) and 47.84% (2025).</p> <p>The WA Student Assistance payment is a one off and parents can claim \$250.00 for secondary students and \$150.00 for primary or kindy students. A reminder has been emailed to parents, and claims will only be taken until the 4 July. This is entirely separate to Churchlands SHS and all queries are directed to the Service WA App.</p> <ul style="list-style-type: none"> • The Financial Summary as at the end of May 2025 and the draft Finance Meeting minutes from the 5 June were tabled. • The 2026 Contributions and Charges for 2026 were tabled for consideration. This requires approval and a resolution from the School Board as these costs will be advertised with the subjects when students go through choosing their subjects for study in 2026. This process will take place early in Term 3 via SSO (Subject Selection Online).

			<p>Neil gave an overview of the increase in charges for each year level and an explanation for the rise in these courses. Some external courses will be required to be paid separately. This will then ensure that any training module is paid by the student and not left as a cost to the school if the Contributions and Charges are not paid.</p> <p>An email will be sent to parents whose child may study a UniReady course in 2026, to advise the reason for the 25% increase.</p> <p>Resolution: That the Contributions and Charges for Years 7 to 12 for 2026 be endorsed as tabled and recommended by the Finance Committee.</p> <p>Moved: Neil Hunt, seconded Matt Turnbull. Carried unanimously.</p> <p>Two submissions were tabled at the Finance Committee and will be forwarded to the P&C for consideration.</p> <ul style="list-style-type: none"> ○ Music - Sound technician and hiring of sound equipment for Twilight Jazz 2026: \$2596.00 ○ Maths - 16 Frames (professionally fitted) for posters of famous mathematicians (M Block): \$1040.00 <ul style="list-style-type: none"> ● 2025 One Line Budget was presented to the 22 May meeting, and with additional documentation supplied an endorsement is required. <p>Resolution: That the One Line Budget be endorsed as tabled and recommended by the Finance Committee.</p> <p>Moved: Kris Mainstone, seconded Matt Turnbull. Carried unanimously.</p>
5.	Correspondence In		Nil.
6.	Correspondence Out		<ul style="list-style-type: none"> ● Letter to Louise Williams - thanking her for the three years on the School Board. ● Email to all staff that supported and participated in the School Production.
7.	School Captains' Report	Paige Pickford and	<p><u>School Captain's Report:</u> The Push-Up Challenge - The \$5,000 fundraising goal has already been achieved and now will be raised to \$7,500. Our two main fundraisers are yet to happen which include:</p>

		Sienna Van Maanen	<p>An event to take place on Thursday 26 June with all student councillors and leaders running their own stalls to raise additional funds along with a mass push-up event. The Push-Up Challenge leaders, Vanessa and Matt will attend to unite the school for the cause and celebrate the end of the challenge.</p> <p>A fundraising barbeque event will be held on Friday 27 June, Andy Chapman will be organising the sausage sizzle and the Student Council will assist alongside the Battle of the Bands. The funds will go to The Push-Up Challenge. An email was also forwarded to parents advertising The Push-Up Challenge fundraiser.</p> <p>An update of the amount raised, how to donate will also be advertised in the next edition of the Churchlands Bytes.</p> <p>The Year 7s Student Councillors had their first Council meeting on Tuesday, and the Year 12 students are to receive 'past halfway' chocolates tomorrow to encourage them to keep working hard.</p>
8.	Principal's Report	Neil Hunt	<p><u>Principal's Report (attached as an addendum):</u></p> <p><u>Breakfast Club - Year 11 and 12 students</u> Jamie Long advised that the Breakfast Club is for students that achieve a predicted ATAR of 95 or more. Year 12s commenced with approximately 48 students and now stands at 57 participants.</p> <p>Year 11 student participants will be announced in Term 3, after their predicted ATAR is known at the end of Semester One.</p> <p><u>P&C Community Art Exhibition</u> Thank you and congratulations to Gabriella Jerrat and the P&C for the very successful and well attended event.</p> <p><u>Artist in Residence</u> Neil advised that Kevin Bynder, a well-known professional and aboriginal artist has met with our Head of Arts, Sharon Andrews and a Year 11 Arts teacher, with them looking to develop a program where Kevin will work a day a week with students over Semester One. A funding submission will be presented to the Churchlands Foundation to cover the expense.</p>

			Kevin will also be involved in NAIDOC week working with our Indigenous students. The school hopes that Kevin will also be able to produce some artwork for our new prospectus. This could be in the form of a watermark or a ruler for each page.
9.	P&C Report	Gabriella Jerrat	<p><u>P&C Report:</u> Gabriella advised that the P&C Community Exhibition was well attended and plays an important part in the year's calendar. It brings many parent members together to work on a common project, whilst it raised approximately \$6,500, the contribution and relationships built within the community is so much fun. The sale of artwork was impressive, selling more than has been sold in the past.</p> <p>A quiz night will be held in August, and emphasis will be on it being a community event and another fundraiser for the P&C.</p> <p>The front of the school transformation project is being reinvigorated and has now been broken down into stages.</p>
10.	Chair Report	Genevieve McSporran	<p><u>Chair Report:</u> Genevieve had commenced looking into more board training. A recommendation had been received from Kate Grayson, and Genevieve had followed up and potentially due to time constraints, it may be better to do a series of one-hour sessions. There would be a cost involved.</p> <p>Discussion took place on whether Board members were willing to opt-in, the value of extra training, availability, relevant content and the cost associated.</p> <p>Thoughts included that due to the cost, it may be better to spend the cost on staff/student leadership. Whilst further training was thought to be a good idea, Genevieve will look into receiving a scope of what is covered in the training and then an informed decision can be made.</p>
11.	Alumni Report		Geoff is away on holidays and there has been no Alumni meetings held since the 1 April.
12.	General Business	Neil Hunt	<p><u>Churchlands Foundation</u> Neil spoke to agreements between the School Board and the Churchlands Foundation. The Foundation raised substantial funds for the installation of the Solar PV system. The P&C also contributed a large amount to this project.</p>

		Genevieve McSporran	<p>This agreement included that a portion of the savings (\$130,000) a year will go towards a range of Foundation scholarships and supports. This money goes into separate cost centre account.</p> <p>Each year the school is saving more money and currently is expected to be around \$180,000. The Foundation is funding many different professional learning opportunities, supporting students for events that they would not normally be able to afford, and its financial contribution is making a huge difference to our community.</p> <p>Neil would like the community to be aware of the role the Foundation plays, the benefits it provides and the impact it has created across many scopes. The wish is to highlight this in the community, with the idea of attracting additional support.</p> <p>General discussion took place on maintenance/upgrades/expansion of the current solar panel system.</p> <p><u>Values Statement</u> Genevieve will commence the process of creating a value statement for leadership appointments. The aim is to gather dot points from key stakeholders for inclusion into a value statement. This will be circulated at the next meeting for additional comments/ideas.</p>
13.	Meeting closed		7.05pm.
14.	Next Meeting		Thursday 14 August 2025