



CHURCHLANDS SENIOR HIGH SCHOOL

An Independent Public School

SCHOOL BOARD AGENDA/MINUTES – MEETING NO. 2 (rescheduled meeting from 14 May)

HELD IN THE CONFERENCE ROOM ON THURSDAY, 28 MAY 2026

ATTENDEES: Dr Genevieve McSporrán (Community Member and Chair), Kate Grayson (Principal), Dean Healy (Elected Parent Member), Matt Turnbull (Elected Parent Member), Dr Geoff Lummis (Alumni Representative), Adnan Visram (Community Member), Russ Fishwick JP (Community Member), Kym Lucchesi (Staff Member), Claire Shoebridge (Staff Member), and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Acknowledgement of Country	Genevieve McSporrán	Genevieve acknowledged the traditional owners of the lands upon which we meet, that this is a place that has been a place of learning for tens of thousands of years. We are proud to continue that tradition through our connections that we have with this school.

2.	<p>Welcome</p> <p>Introductions</p> <p>Apologies</p> <p>Correspondence in and out</p> <p>Conflicts of interest</p> <p>Consent for recording minutes</p> <p>Consent for storage details</p> <p>Statement of Expectation</p>	<p>Genevieve McSporran</p> <p>Genevieve McSporran</p> <p>Principal</p> <p>Principal</p> <p>Chair and Principal</p>	<p>Nil</p> <p>Kalani Brack (School Captain), Serena Ko (School Captain) due to exams and Professor Dr Elaine Wong (Elected Parent Member).</p> <p>In - Resignation emails from Michelle Palethorpe and Kris Mainstone. Thank you letters will be sent (Michelle - Adnan offered to write and Dean will put together a letter for Kris). Board members shared Michelle's and Kris' attributes during their time on the School Board and were appreciative of their professionalism and skill sets. Out - Email to North Metro on behalf of the School Board re Principal process and willingness to be involved in the process.</p> <p>Nil</p> <p>Permission was sought from the Board members to record the minutes of each meeting. This assists with the preparation of the minutes.</p> <p>Russ would like some clarification about recording and if records such as these, are in Accordance with the 2000 Records Act, which requires them to be kept for an extended period of time (usually seven years). There is also the matter of Freedom of Information. Kate will make contact with the Department to seek the correct procedure. There was no issue with members recording today's meeting.</p> <p>Request for permission to store School Board members phone numbers in the School Board register. There was no objection from any member present. Contact will be made with those not in attendance, to seek their permission.</p> <p>The Statement of Expectation document was noted and signed by the School Board Chair and Principal.</p>
3.	<p>Acceptance of the Minutes</p>		<p>Resolution: The minutes of the meeting held on the 4 December 2025 be accepted as tabled. Moved Geoff Lummis, seconded Kym Lucchesi. Carried unanimously.</p> <p>The minutes of the meeting held on 26 February 2026 to be reworded and presented to the 11 June Meeting.</p>
4.	<p>Year 12 Exit Data 2025</p>	<p>Kate Grayson</p>	<p><u>Year 12 in 2025 Exit Data:</u> Results and data were tabled from the Year 12 students in 2025. Celebrating success of student results, including VET.</p>

			<p>Eight students received an ATAR above 99 and 50 students achieved an ATAR above 95.</p> <ul style="list-style-type: none"> • One student received a General Exhibition (being in the top 50 students in the state in that subject). • Four students received a Certificate of Excellence (being in the top 5% for ATAR results in that subject). • 98% of CSHS students were awarded their WACE Achievement. • The medial ATAR score for CSHS for 87.3. • Certificate of Distinctions were awarded to 20 students and Merit Certificates were given to 54 students (based on the number of A and B grades and certificate courses over Year 11 and 12). • Students of Health Studies and Music achieved more than one standard deviation above the expected mean. • 49 out of 50 students completed the UniReady course. • More than 500 students across Years 10 to 12 completed one or more VET courses/and or programs. <p>CSHS acknowledges all teachers who have taught and guided these students through their high school years. The 2025 cohort have achieved exceptional results. Thank you to Hagop Boyadjian (Associate Principal), Jayne Kitto (who was their Head of Year from Year 7 to 12), and all teachers for their continued support. Matt Turnbull will prepare a letter of appreciation.</p>
5.	Finance Report	Kate Grayson	<p><u>One Line Budget:</u> Kate advised that contact had been made with the Department, and invited the Student Centred Funding support team to review our budget and seek advice. They have now provided feedback and advised that we are over staffed. There is a proposal in place where we can make changes to staffing and IT resources to free up some funds. Significant cuts have been made in the timetable, relief staff, professional development and budgets. CSHS will become part of the Kaartdijin Project in the next couple of years and will be the last school to join the project.</p> <p><u>Funding Agreement:</u> The Funding Agreement for Schools 2026 is a document which outlines the accountability expectations of the Principal in relation to the management of funding through the school budget. It is a requirement that the agreement is endorsed by the Principal and noted by the Board Chair and minuted in the School Board meeting record.</p> <p><u>Student-Centred Funding Statement</u> Attached for Board member information.</p>
6.	School Captains' Report		<p><u>School Captains' Report:</u> The information was made available in the absence of Kalani and Serena. There are plans to be involved in:</p> <ul style="list-style-type: none"> • Battle of the bands • World's Greatest Shave • Push Up Challenge • Fundraiser BBQ for the Battle of the Bands

7.	Principal's Report	Kate Grayson	<p><u>Principal's Report (attached as an addendum):</u></p> <p><u>Public School Review:</u> The submission and supporting documents were uploaded approximately two weeks ago. Today the Review team attended and met with a number of staff and student leaders. At the end of the day the Executive team met with the reviewers and received verbal feedback on their findings. In the next two weeks, Kate will be presented a draft document with their formal findings, and some tweaks will be made before the final document will be provided. This will be advertised to the school community and the School Board will be provided with a copy.</p> <p>The review will occur again in three years. Every feedback item will be included in the school's next Business Plan.</p> <p><u>CSHS Annual Report for 2025:</u> This document was provided for review and comments. An additional item added this year included Learning Support information. Any errors/typos please email Kate so that we can ensure a correct copy is advertised - by 11 June would be appreciated. This document will then be added to our website.</p> <p><u>Business Plan:</u> The School Opinion surveys will be created in the coming weeks, which will go to parents, staff and students. The Department sets the survey questions. The feedback will come back to the School Board and staff working on the Business Plan.</p> <p>The draft Business Plan is expected to come back to the School Board by the end of Term 3. The School Board will be given the opportunity to comment. Any areas of concern will be looked out.</p> <p><u>School Assemblies:</u> This process is being reviewed:</p> <ul style="list-style-type: none"> • how we run assemblies • if parents wish to be part of them • are they useful • seek feedback via surveys • what is the purpose • engaging students • invitations to parents.
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8.	Parent night content	<p>Kate Grayson</p> <p>Kate has requested Board members to rate the following options (1-10). The idea is to create sessions that parents can attend on Parent Teacher Interview day - this will be a trial, and hoped it can continue for future events.</p> <p>Timing of Parent Teacher Interview days is important. Some items could also be grouped together. Please email Kate with your feedback, and additional comments can be added.</p>

Parent Information Session Options:

1. Understanding SEQTA and monitoring student progress.
2. Understanding assessment, grading and reporting in secondary school.
3. Formative assessment and feedback: what it means for your child.
4. WACE requirements and senior school pathways.
5. ATAR versus General pathways explained.
6. Subject selection processes (Years 8 to 10).
7. Subject selection for Year 10 into 11.
8. University admissions and pathways.
9. Alternative university entry pathways.
10. University scholarships: processes and opportunities.
11. VET and TAFE pathways and opportunities.
12. Pathways beyond school: university, training and employment.
13. Supporting study skills at home.
14. Helping teenagers manage time and assessment workloads.
15. Building effective homework routines.
16. Preparing for exams: supporting your child without adding pressure.
17. Literacy and numeracy at home: practical strategies.
18. Supporting motivation and engagement in adolescents.
19. Developing self-regulated learners.
20. Thinking under pressure: performance and exams.
21. Student wellbeing and mental health.
22. Managing stress and anxiety in adolescents.
23. Managing stress and wellbeing during senior school.
24. Managing burnout in young people.
25. Digital wellbeing and managing screen time.
26. Cyber safety, mobile phones and AI awareness.
27. Understanding adolescent brain development and behaviour.
28. Attendance matters: supporting consistent school attendance.
29. Supporting students with diverse learning needs.
30. Supporting gifted and high potential students.
31. From primary to secondary: supporting positive transitions.
32. Duke of Edinburgh and community service programs.
33. Career planning and the role of the Career Practitioner.
34. Office 365 skills for students.
35. Year level specific information sessions and opportunities to meet Heads of Year and key staff.

9.	Chair Report	Genevieve McSporrان	<p><u>Chair Report:</u> Genevieve advised that a Statement of Achievement has been prepared for any member who would like to become the Chair. The Board feeds into many areas of the school including: P&C, Finance, Alumni and Foundation, which have strong networks. Many other documents had been provided for the School Review.</p> <ul style="list-style-type: none"> • P&C Art Exhibition was extremely busy and certainly well attended. Great event. • Kate advised that the school usually purchased a piece of art done by the guest artist. This year instead of spending a large amount of money, two pieces of student artwork was purchased and a lesser amount. • Informal process for the election of the Chair - Genevieve happy for contact to be made to discuss the role further. • Self-nomination or nominating another member. • Slip of paper and voting if more than one member nominated. • First past the post. • If a tie, back in the box, and draw one out. • School Captains have the right to vote. <p>Recommendation is that the process is revisited at the first meeting of each year.</p> <p>Genevieve during her six years on the School Board thanked everyone for their participation and contribution to the school and community.</p>
10.	Alumni Report	Geoff Lummis	<p><u>Alumni Report:</u></p> <p><u>International Women's Day:</u> Geoff thanked the team for their effort in creating a terrific event, which culminated with the presentation of Churchlands Champions to Karen Anderson (1967-1971) and in addition to honour the late Lynette David (1968-1972).</p> <p>Thank you to Deidre Croft who delivered an outstanding speech and it is hoped that she may be able to be part of a morning tea event for Alumni members in the future.</p> <p>Special thanks to the school staff, student leaders and Tracey Galton for their part in this special event.</p> <p>It is hoped to hold a STEM event next year.</p>
11.	Meeting closed		7.12pm

12.	Next Meeting		Thursday 11 June 2026
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