



SCHOOL BOARD MINUTES – MEETING NO. 3 OF 2021
HELD AT CHURCHLANDS SENIOR HIGH SCHOOL CONFERENCE ROOM ON THURSDAY, 13 MAY 2021

ATTENDEES: Katherine Sturley (Elected Parent Member and Chair), Dr James Kent (Principal), Chris Porteous (P & C Representative), Dr Genevieve McSporran (Elected Parent Member), Parvina MacKellar (Community Member), Shaq Herath (Staff Member), Karena Shearing (Staff Member), Jessica Hazeldine (Head Girl), Luke Armstrong (Head Boy) and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Apologies		Russ Fishwick JP (Community Member), Kris Mainstone (Community Member), Steve Reynolds (Alumni Representative)
2.	Acceptance of the Minutes		Resolution: That the minutes of the meeting held on the 25 March 2021 be accepted as tabled. Moved: Katherine Sturley seconded Genevieve McSporran. Carried unanimously.
3.	Business arising from Minutes		<ul style="list-style-type: none"> <u>Annual Report</u> Feedback was requested for next year’s report with thinking about whether any information was required for areas not covered, and information that was not needed or valuable. <p>Katherine mentioned about behaviour on page 13 and there is a percentage stated and this may not be possible as the student population is changing each year and is there a trend? Also changes are made to Department policy and creates discrepancies. Data is often hard to measure and there is fairly reliable data to assume that behavioural issues occur in certain year levels.</p> <p>Katherine asked how is wellbeing tracked? Every two years the wellbeing survey is completed by students, parents and staff. This year the survey will be completed for inclusion in next year’s Annual Report. Possibly a one line sentence be included that this information is reported every two years for information to the readers of the document.</p> <p><u>Business Plan</u> James would like to give more information and progress on the Business Plan and seek advice from members as to what they would like to see either by introducing a member of staff to speak to it or by providing documentation.</p>

			<p>Chris Porteous would like to see and have more parents involved and the Music and Arts Department have been very proactive with invitations to school events. It is important that parents become engaged and how to get more parents active in the school. General discussion took place on how to engage and include the parent body within the school community. How does the school and P & C empower parents to become involved? It was terrific to see so many parents supporting the recent event "Mamma Mia".</p> <p>The Arts Exhibition will be the next event and the staff are doing a terrific job in supporting the P & C volunteers. It would be great to see more assistance from the parents and Junior School have canvassed in their communications for help with supporting events. Time possibly can be an issue; Zoom may be worthwhile as parents do not need to leave their environment but can still be involved and have input. Possibly a Business Card competition could create some interest, and could be used for the P & C Exhibition as a starter.</p> <p>The first presentation to the Board will be from Karena and the Student Leadership Group (Jessica and Luke and two other students) on Active Citizenship and will be made up of a five minute presentation and ten minutes discussion.</p> <p>At the next meeting, suggestions for the next discussion point in the Business Plan.</p>
4.	Finance Report	James Kent	<ul style="list-style-type: none"> Comparative Budget Report as at 5 May 2021 and Contributions and Charges Collection Rate as at 30 April 2021 were tabled for consideration. <p>The Comparative Budget was presented and James gave an overview of the document and in particular how the accounts work. Voluntary Contributions and Charges revenue is tracking well at approximately 57% and it should be in the high 80% by the end of the year. The numbers are as expected being one third of the way through the year. There is a healthy sum in Reserve Accounts and some expenditure will be required.</p> <p>A meeting was held with Facilities and Planning earlier in the week where the school will be able to apply for funding to upgrade older buildings. The Board may need to assist with supporting documentation.</p> <p>The Finance Committee will hold its next meeting on Thursday 3 June.</p> <p>The Annual Report shows a tremendous breakdown of figures for the previous year with comparison to other years. This is only able to be produced at the end of the year. Consideration needs to be taken into account that student numbers differ each year.</p> <p>Thank you to Arlene for her time and diligence in putting together this information for the Board's consideration.</p>
5.	Correspondence In		<ul style="list-style-type: none"> Letter from Lisa Rodgers (Director General) with signed Statement of Expectation

6.	Correspondence Out		<ul style="list-style-type: none"> • Letter to Tracey Galton thanking her for her contribution to the School Board and school community.
7.	Student Report	Luke Armstrong & Jessica Hazeldine	<p><u>Student Report:</u> Attached as an addendum.</p> <p>Jessica and Luke spoke to the events that occurred recently and included:</p> <ul style="list-style-type: none"> • The ANZAC ceremony held on the lower oval was a great way to show our respect. • Relay for Life has been postponed for two weeks and is well supported by students and staff and over \$23,000 has been raised and have beaten their target. A fantastic event for everyone involved. • Wearing of masks during the lockdown period went reasonably well and thank you to Administration for supplying masks to those students that either did not have one or needed a new one. • There has been an increasing number of reports of theft and it was pleasing to say that this had dropped substantially, with more advertising of looking after valuables, locking them away in lockers and keeping bags close to hand. • The toilet situation has improved and some signage needs to be placed advising of the designated year group usage. It was important for students to report any damage immediately so that it can be dealt with quickly. • Bike rack shelters have been to capacity recently and James advised that more are being purchased and installed. • Mamma Mia was a tremendous production and thank you to everyone who took part. • The Student Leadership team is having a fundraising event with a free dress day to support the ZONTA program in Week 10. The Blue Tree project will also happen on the middle oval, and replaces World Vision Day. • The Student Leadership team had also attended a workshop on leadership skills at the Town of Vincent. It was worthwhile and it was agreed that it was good to hear from different speakers and beneficial to receive other messages. • The Student Leadership team had spoken about the school logo and ethos "Aim High". There was a concern about how this meaning is considered by students. Possibly further discussions need to take place on what it does mean for all. Could it be included in the Churchlands song being created? With it being considered school based documents should be displaying the same vision. James advised the School Based Decision Making Group will be the starting point for action of this.

8.	Principal's Report	James Kent	<ul style="list-style-type: none">Attached as an addendum (Principal's Report) <p><u>Covid 19</u> Students managed well with wearing masks and the school was happy to assist students with masks if necessary. It was really great that the school could still go ahead with the AEP Coral Bay Camp and the Mamma Mia production.</p> <p><u>ESTs - Senior School</u> ESTs for Senior School students had been occurring for the past two weeks and is the first of the School Curriculum and Standards Authority testing. It is part of the external accountability and thank you to the staff concerned.</p> <p><u>NAPLAN for Year 7 and Year 9</u> This has been taking place since Tuesday and today there was an issue with the website in the Eastern States and delayed the commencement this morning. This has been a balancing act with class timing, though hopefully will be fully completed for the majority of the students by tomorrow. Catchups will occur next week.</p> <p><u>CCTV</u> This will be up and running very shortly and should cover most of the school grounds and hopefully will deter undesirable acts.</p> <p><u>Drink Fountains</u> The P & C are to fund the installation of drink fountains in the middle of both ovals, and once the demountables are removed this will take place. Each unit will have the ability to accommodate four drinking spouts.</p> <p><u>Landscaping and Upgrades:</u> Designs are currently being finalised and will then go to contract shortly for the Year 7 area outside F Block. Commencement of this project will happen in November when Year 11 and 12 students have finished.</p> <p>Funding has been received for the area between the Library and C & D block. Limestone walls will be placed around the trees and brick paving installed. The drainage issue will be also be rectified.</p> <p>The area outside Middle and Senior School Student Services will be upgraded with more limestone bricks placed around the area along with creating more seating with benches installed.</p> <p>Plans are currently being produced for the front of the school and this work will occur in the Christmas holidays in readiness for the 2022 school year.</p> <p>Ceilings issues have occurred in the E block and the Department will fund the replacement of these. This area of the school is very dark in the classrooms and James has also requested that the heavy wood doors be replaced with glass ones.</p>
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James advised that the demountables will be removed at some stage however this depends on student numbers. The removal of these has always been the plan as it is important that we are able to reclaim ground for a full AFL oval and full soccer pitch.

City of Stirling – parking

The residents of the Churchlands Estate have petitioned the City of Stirling about student parking in the estate. The City of Stirling had consultation with the school in September 2020 and the school had not received any further notification or consultation.

The Department of Education funded a considerable amount of money in conjunction with the council to create the parking in Memory Place. The school has now received correspondence from the City of Stirling that on the south side of Memory Place during 8.00am to 10.00am only “P plate” drivers will be able to access these 52 bays.

The issue is that now there will not be enough parking for staff. Consultation is taking place with the Department to create some parking elsewhere however will impact on oval space/and or volleyball courts. More traffic issues are likely to occur and the Department has sent today a Traffic Management consultant to survey the parking areas. It is likely that no parking will be available for relief teachers and part-time staff and they will need to use the street verge.

The Department is in consultation with the City of Stirling to seek further time until the end of term to allow a solution. A major concern is the amount of vehicles on Hale Road and Lucca Street moving in this area at the start and end of each day. It is disappointing that no consultation was made with the school to try solve the problem before receiving an ultimatum.

James will be communicating with parents and students in the near future.

50th Anniversary of the Churchlands Concert Hall:

A letter has been received from Glenn Robinson (Music Director) around the naming of various rooms and areas including the Concert Hall in conjunction with the 50th Anniversary next year of the Music Department. Glenn also suggests the composition of a panel to make decisions around this process.

If School Board Members could please take this into consideration and provide feedback around the composition of the Committee, and extent to what areas are to be named and then endorsement of the process. The Alumni would also be invited to participate. Criteria needs to be established as to why buildings/rooms are named and then a record created to as when and why.

9.

Chair's Report

Katherine Sturley

Chair Report:
Nil.

10.		Steve Reynolds	<p><u>Alumni Report:</u> We recently held our AGM with nine in attendance and eight apologies. Thanks to Dr Kent for greeting the committee. We continued planning for upcoming events including the Class of '71 50th Reunion morning tea (October), the Year 13 Event (November), the 60th Reunion of the 1962 Foundation Students (2022) and the 40th Reunion of the Class of '81 (November).</p> <p>Also figuring highly is next year's 60th Anniversary coupled with the Music Department's 50th Anniversary. Other items of business included the possibility of a dedication in the name of the Concert Hall, continuing archiving, potential Alumni support to the Breakfast Club and clarifying our criteria for Churchlands Champions. Next meeting to be held 3 August.</p>
11.		Chris Porteous	<p><u>P & C Report:</u> Thank you to the staff and students involved in the production of Mamma Mia. The School Board will formally acknowledge the staff involved as well as the school providing a morning tea for all students/staff and School Board members.</p> <p>The P & C will be funding the water fountains to the value of \$25,000 and also happy to fund the Year 7 landscaping project. This is about improving the facilities for the students to enjoy.</p>
12.	Meeting closed		Meeting closed at 7.45 pm
13.	Next Meeting		5.30pm - 10 June 2021