



SCHOOL BOARD MINUTES – MEETING NO. 8 OF 2021

HELD AT WEMBLEY GOLF COURSE FUNCTION CENTRE ON THURSDAY, 25 NOVEMBER 2021

ATTENDEES: Katherine Sturley (Elected Parent Member and Chair), Dr James Kent (Principal), Steve Reynolds (Alumni Representative), Chris Porteous (P&C Representative), Dr Genevieve McSporran (Elected Parent Member), Parvina MacKellar (Community Member), Kris Mainstone (Community Member), Russ Fishwick JP (Community Member), Shaq Herath (Staff Member), Karena Shearing (Staff Member) and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Apologies		Nil.
2.	Acceptance of the Minutes		<p>Resolution: That the minutes of the meeting held on the 4 November 2021 be accepted as tabled.</p> <p>Moved: Steve Reynolds seconded Shaq Herath. Carried unanimously.</p>
3.	Business arising from Minutes		Nil.
4.	Finance Report	James Kent	<p>The following documents tabled for consideration:</p> <ul style="list-style-type: none"> ○ <u>Contributions and Charges as at 31 October 2021</u> Contributions and Charges are slightly behind 2019 figures. 67.0% for 7 to 10 Collection Rate, 71% for the extra Educational Program Allowance, 83% for 7 to 12 collection rates. ○ <u>Comparative Budget Report as at 31 October 2021</u> The comparative budget was discussed at the Finance Committee meeting and it is expected that the contributions and charges that it is only likely that \$7,000 to \$10,000 will be received for the remainder of the year. <p>Revenue will be altered down to approximately \$140,000 still to collect before the end of the year. Expenditure is tracking relatively well.</p>

			<ul style="list-style-type: none"> ○ <u>Building Works and Budget Allocation Term 4 2021</u> A number of projects have not yet been completed and paid for and amounts to approximately \$792,000. Some of the projects include: <ul style="list-style-type: none"> ○ CCTV - (40% completed) and budget amount is \$250,000 Stage 1 completed and other stages to be completed over the vacation period. ○ F block garden - diagrams received and on track to start in next two weeks - budget \$180,000. ○ Technologies office - design complete and firm budget yet to be received however expected to be \$120,000. <p>This expenditure amount has been committed from the D Accounts. There will be approximately \$1.9m in the bank at the end of the year.</p> <p>The IT Department has been unable to use its funds to access equipment and is likely will not be able to obtain the equipment until mid 2022. The majority of the equipment is age infrastructure equipment and simply not able to get it at present. It is committed spending and this budget will roll over until next year.</p> ○ <u>Minutes of the Finance Committee meeting held on Thursday 18 November 2021</u> A number of requests have been forwarded to the P&C seeking funding. <p><i>Churchlands Foundation Scholarships:</i> The Foundation have developed a draft of the scholarships they wish to administer. All of the scholarship areas are appropriate for the expenditure of schools funds. A budget of \$130,000 has been set as this is the calculated savings for the solar panels for the 2021 school year. The scholarships will be available to both students and staff. The Finance Committee seeks approval from the School Board to create an expenditure account - D2613 - Churchlands SHS Foundation Scholarship.</p> <p><u>Resolution:</u> That the School Board endorses the Finance Committee's recommendation to create an expenditure Account D2613 in the name of Churchlands SHS Foundation Scholarship. Moved: Steve Reynolds, seconded Chris Porteous. Carried unanimously.</p>
5.	Correspondence In		Nil.
6.	Correspondence Out		Nil.

7.	Principal's Report	James Kent	<p>Attached as an addendum (Principal's Report).</p> <ul style="list-style-type: none">• <u>Naming Committee meeting</u> James spoke about the recommendations from the Naming Committee. It was agreed that any naming of buildings to mark the 50th Anniversary celebration for the Music Department would need to be substantial building (Concert Hall) and a person to be of incredible stature in the music field. Taryn Fiebig was the standout and it was agreed that it be the 'Churchlands SHS Music Centre' and comprise of the 'Taryn Fiebig Concert Hall'. This will fall into place alongside the Paul Latham Auditorium.<p>Significant signage will be added to the front of the school and each building would have a bio/photograph about each individual and why the building was named after them.</p><p>A brief summary was tabled on Taryn's achievements and recognitions.</p><p>This proposal has been presented to the Executive Leadership which will then be presented to staff, P&C, Music Parents Committee and Alumni for feedback to the suitability of the naming. A deadline to be put in place as the Music Department would like to announce the naming at the 27 June 2022 50th Anniversary Music function at the Perth Concert Hall. A number of factors need to be considered and include: presenting to the Education Department which takes approximately six weeks; preparation of the bios/photographs, etc.</p><p>General discussion took place on other suitable candidates for various areas of the school, and possibly further names could occur in three/five years. Consideration should also be given to the naming of the Sports Hall and may be a great way to celebrate the 60th Anniversary of the school in 2022.</p><p><u>Parking:</u> The school and Department of Education met with the Mayor of the City of Stirling on Friday 26 November to discuss the ongoing parking issues around the school.</p><p><u>Preliminary Year 12 results:</u> James gave an overview of the Year 12 results and predictions for ATAR results. A breakdown of the spread of ATAR results was shown and it is expected that the median ATAR will be around 85.9 and considered to be a strong result.</p><p>294 students completed certificate courses completed on campus, and a further 28 students completed certificate courses offsite at TAFEs and Registered Training Organisations. These courses covered Certificate II, III and IV. A number of students completed two or more courses.</p>
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8.	P & C Report	Chris Porteous	<p><u>P & C Report:</u> Chris advised that the meeting is to take place next Monday, 29 November and will be the final meeting for the year. The Finance Committee will present some learning area submissions to the meeting for consideration</p>
9.	Chair Report	Katherine Sturley	<p><u>Chair Report:</u> Katherine, Steve and Chris met with Jo Harris, Regional Director on Tuesday 16 November and the purpose was to talk about high level leadership being sustained and also taking into consideration Churchlands SHS being a large school. Succession planning was a topic discussed and the school will continue to be a prominent leader in all educational outcomes.</p> <p>A meeting will take place for a handover with Neil at an appropriate time for all members concerned.</p> <p>Jo indicated that when a principal commences at school and takes leave for over six months, the Department will step in, however in Churchlands case it would brought back to a term. The Department would advertise the position for the period of leave, therefore there would be no person in an acting position.</p> <p>A new selection panel structure will be adopted and the panel will include two peers, two board members and a Director. This new model should be of benefit to all concerned and currently is being tried at other schools.</p>
10.	Alumni Report	Steve Reynolds	<p><u>Alumni Report:</u> No meetings have happened recently, however Steve, Tracey and Robyn Overstone have been planning the Year 13 Sundowner which will happen on Friday, 26 November. Fifty two past students have responded and it is hoped that a few staff members will attend. Steve will seek email contacts for the Year 13 students to add to the Alumni database.</p> <p>Discussions and organisation has been taking place around the assembly on the 15 December where Churchlands Olympians will be presented and acknowledged. Parents will be invited, morning tea supplied, and School Board members invited.</p>
11.	General Business		<ul style="list-style-type: none"> ▪ James thanked Chris for his participation on many committees since 2006, and especially for his contribution to the Music Department and representation on the Finance Committee and School Board. ▪ James thanked the School Board and Katherine for everyone's contribution to a successful year, and Katherine reciprocated in thanking James' for his leadership and tireless work throughout 2021. ▪ Please complete the School Board Effectiveness and Governance surveys by mid December.

12.	Meeting closed		Meeting closed at 6.15pm
13.	Next Meeting		5.30pm - Thursday 24 February 2022