



SCHOOL BOARD MINUTES – MEETING NO. 7 OF 2021

HELD AT CHURCHLANDS SENIOR HIGH SCHOOL CONFERENCE ROOM ON THURSDAY, 4 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 Dr Grant Pusey (invited guest and presenter) and Kylie Hearle (Minutes). Meeting commenced at 5.32pm.

	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Presentation		<ul style="list-style-type: none"> • <u>Stem Report presented by Dr Grant Pusey</u> Grant gave an overview of the STEM program with it beginning in 2016 through a collaboration with the Maths Department. Financial support came initially from the school and a government grant was also obtained to assist with the cost of set up. <p>Since 2016 the amount of equipment has built upon and with the expansion of the buildings, a room in the HASS area has been dedicated to STEM. This has allowed space and enabled room for large tables with it being purely dedicated to STEM.</p> <p>The program is extra-curricular and open to all. Attendance has been tracked since STEM began and showing a pattern, with high numbers and dips at times due to many reasons. James advised that a grant has been given to the school from the Government for a STEM build. It will become available in the April 2022 budget.</p> <p>Grant has created a website to assist the students with how to make, start and create projects. This allows students to have access from home and gives freedom for them to do as much as they like.</p>

Activities have included Minecraft, building and coding robots, using a three D printer and video design. Students like to work at their own pace, however at times space can be an issue. More teachers becoming involved would be beneficial and do not necessarily require experience, and possibly parents could be involved in the future.

The STEM Specialist course was introduced in 2018 and students use the resources available. The course is about students being able to learn what they want to learn however they need to do create their own path and build upon it. Feedback on the course has been positive however students do say it is challenging.

In 2016 a group of students won a national competition with their video game design. Grant and the students were able to attend the award ceremony in Melbourne.

Grant created a local competition for Churchlands students in 2020 and was for video game design, with Stott and Hoare providing amazing prizes. These games are created from scratch, and with it all being created by the students.

Students have attended Pedal Prix in Busselton, staying the weekend over the past couple of years however not in 2020. Extra local events were created this year, and three trikes were built for this year's challenge in Bunbury.

There are six challenges created for STEM Club with prizes given and assist in boosting student numbers. Thanks to all the staff that assist.

2021 External competitions included:

- Synergy Solar Car Challenge
- Pedal Prix
- STEM video game challenge (three groups in the finals)
- Science Engineering Challenge (winners)
- Had visits/or visited Scitech/UWA/Curtin/ECU

Rotary and small businesses sponsored the trikes for Pedal Prix, and Stott and Hoare provided sponsorship for the Video Game design.

Grant currently is timetabled for 0.1FTE and will be 0.2FTE in 2022. Time is the biggest restriction, with maintenance of equipment being the main user of time.

			<p>Grant would like to continue with the STEM Club;</p> <ul style="list-style-type: none"> • Have it become part of the Year 7 and 8 timetable in the future, but that is unlikely to issues around curriculum restrictions. • Obtain more staff who are keen in this area and upskilling them. • Focus on partnerships and mentoring for students (Year 10s to assist lower year levels). • More excursion opportunities. <p>Thanks to Grant for his report and members were impressed with the level of student participation and what they are able to become involved in and achieve. STEM is part of the Business Plan and it is a priority area however STEM does not currently fit within a faculty area. It is an area of growth and will need more financial input and extra staff to assist.</p>
2.	Apologies		Nil.
3.	Acceptance of the Minutes		<p>Resolution: That the minutes of the meeting held on the 9 September 2021 be accepted as tabled. Moved: Russ Fishwick JP seconded Steve Reynolds. Carried unanimously.</p>
4.	Business arising from Minutes		Nil.
5.	Finance Report	James Kent	<p>The following documents tabled for consideration:</p> <ul style="list-style-type: none"> ○ <u>Contributions and Charges as at 30 September 2021:</u> The Overall School Course Optional Charges and Subject Charges for Years 7-12 collection rate is reasonably good, currently being 80.97% compared to 2019 84.73%. Reminders have been sent recently. The Subject Charges Collection Rate for Year 11 and 12 is down slightly to 82.0% compared to 84% in 2019. Extra Cost Optional Charges Collection Rate stands at 70.71% with 2013 being 71.71%. It is as expected and the target is 80% fee collection across all areas. The collection of charges is as expected and is around 65% with the expectation of receiving 70%. ○ <u>Comparative Budget Report:</u> The Comparative Budget was tabled and James gave an overview of the figures. The Finance Committee will meet on the 18 November and some targets may need to be looked at. Some monies have not been transferred from Reserve Accounts but this will occur when further expenditure takes place.

			<p>The school has approximately \$5.3m in the bank, however there is a number of building projects yet to take place. A number of these have been held up and it is envisaged that \$1.9m will be expended over a number of projects.</p> <p>James will present to the next meeting the building projects and the budget allocated to these.</p> <p>The Board members liked the Comparative Budget and once a year the document be shown with the previous year's figures.</p> <ul style="list-style-type: none"> • <u>Churchlands Foundation Scholarships</u> : The Foundation meeting will be held on Wednesday 17 November. Information will be tabled for discussion at our 25 November meeting about the scholarships. <p>Chris enquired about the electricity and if the scholarship account had been set up. James advised that it was discussed at the last Finance Committee however it does need to finalise the process with the Foundation and what they are proposing. This will then be presented to the School Board for consideration, that it is an appropriate spend of school money, and it is a requirement to then endorse the proposal. After this has taken place a "D" account will be set up.</p>
6.	Correspondence In		Nil.
7.	Correspondence Out		Thank you letters to Luke Armstrong (Head Boy) and Jessica Hazeldine (Head Girl).
8.	Principal's Report	James Kent	<ul style="list-style-type: none"> • Attached as an addendum (Principal's Report). <p><u>Parking</u> City of Stirling have not come back with any report on parking. The Department of Education have advised and acknowledged that the school is under resourced by 250 car parking bays. The school will not be using any of the ovals for future parking. When the Traffic Management Plan is received further discussion will be sought from the City of Stirling.</p> <p><u>Diary edits:</u> A review has been taking place on the students' diary for 2022 and is provided for Board members' information. The current proposal is to halve the diary and to make the policies and procedures available on the website. The main purpose of the diary is for communication between the school, students and staff. Further discussion needs to take place for 2023 and beyond on the possibility of an electronic version.</p>

Elections for three parent members:

After the next School Board meeting, the election process will be undertaken for three parent members. Nominations will be called this year and the election process will take place in February 2022. The perusal of the election database has been undertaken to meet the requirements.

Professional Development Days:

Two Professional Development Days for 2022 have been aligned with the primary schools with the first days of Term 2 and Term 3. In previous years, Professional Development days were held the day before Senior School exams. On the day prior to the commencement of exams, Senior School students will now have the option to attend school for one on one learning, or have the option to stay home and study on the day prior to the commencement of exams. Teachers will still be in attendance in the classes to assist students if they attend.

Resolution:

That the Professional Development Days for 2022 be:

- Thursday 27 January - Mandatory
- Friday 28 January - Mandatory
- Friday 11 March – Week 6 Term 1 (school ball)
- Tuesday 26 April – Week 1 Term 2 (First Day Term 2 after Anzac Day Public Holiday)
- Monday 18 July – Week 1 (First Day Semester 2)
- Friday 16 December - Mandatory

Moved Steve Reynolds, seconded Genevieve McSporran. **Carried unanimously.**

School Board Effectiveness Surveys:

The surveys will be provided to members to complete. This will be done through Survey Monkey and would be appreciated if they could be completed prior to the next meeting or by no later than the 16 December.

The School Board is a committed group of people who play a vital role in ensuring the decisions of the school is in check. The school can consult with the Board for support.

General discussion took place on the number of psychologists working at the school. Student wellbeing and mental health is a major concern and is a priority for the school. The school has three psychologists and all have wait lists. The Department funds one and a half psychologists and the school funds one and a half. Work is currently being undertaken on suitable programs that could be introduced to benefit of students.

9.	Chair Report	Katherine Sturley	<p><u>Chair Report:</u> Katherine spoke about the School Board’s purpose and obligation to the school; it is around governance and that the leadership continues to remain strong. We aim to provide support and remain connected with the schools vision and values.</p> <p>Communication will soon be shared with the school community around the change of Principal for 2022 with Neil Hunt returning and James will become Principal at Ocean Reef SHS for 2022.</p> <p>Due to a number of changes in leadership over the past 18 months, Katherine, James and Neil will meet prior to the end of the year to share what has happened throughout this period and to discuss 2022 and beyond. The Board acknowledges that it is important that the school's leadership remains stable and would like this to be shared with the Regional Director.</p>
10.	Alumni Report	Steve Reynolds	<p><u>Alumni Report:</u></p> <ul style="list-style-type: none"> • The last Alumni meeting was held on the 12 October. • The Head Boy from 1981, John Davis attended the 12 October meeting and spoke about he managed to contact and attract 80 people to their 50th reunion. It was a fantastic effort and a number of avenues were used to get in touch with so many past students. The Alumni are going to introduce a starter pack to assist with further events. • The 40th reunion of the Class of 1981 will take place on the 6 November. A presentation of a Churchlands Champion award will be made to Lyndon Da Cruz at this event. • The last school assembly will include Churchlands Champion awards to honour the Churchlands Olympians. • Next year events will include the school 60th Anniversary, the 50th Anniversary of the Music School, the 60th Reunion for the foundation students and the school's Open Day, and planning is now taking place. • The 50th reunion of the Class of 1981 was a really great event, and the past students that attended enjoyed themselves immensely. Thanks to James, staff including Helena, Robyn and the Alumni Committee who helped out with the event. A Churchlands Champion award was also presented to Kevin Hewison (Australian social and political scientist, formerly the Weldon E. Thorton Distinguished Professor at University of North Carolina (UNC) and director of the Carolina Asia Centre. He is now Weldon E. Thorton Distinguished Emeritus Professor at UNC.

11.	P & C Report	Chris Porteous	<p><u>P & C Report:</u> Nil.</p> <p><u>Uniform Reference Group (URG) - Karena Shearing:</u> Karena chairs the Uniform Reference Group and shared photos of possible new pieces of uniform. This included a travel jacket which would be part of any tours undertaken by students. The dress idea has been shelved due to the large financial outlay. It has been decided that any sports uniforms which need to be purchased and require fitting will be done through the Uniform Shop. Any of the Health and Physical Education uniforms will have a design code which will need to be followed and at the beginning of each a meeting will occur to discuss any possible changes.</p>
12.	General Business		Nil.
13.	Meeting closed		Meeting closed at 7.35pm
14.	Next Meeting		7.35pm - 25 November 2021