



SCHOOL BOARD MINUTES – MEETING NO. 1 OF 2022

HELD VIA ZOOM ON THURSDAY, 24 FEBRUARY 2022

ATTENDEES: Katherine Sturley (Elected Parent Member and Chair), Neil Hunt (Principal), Steve Reynolds (Alumni Representative), Chris Porteous (P&C Representative), Dr Genevieve McSparran (Elected Parent Member), Kris Mainstone (Community Member), Russ Fishwick JP (Community Member), Shaq Herath (Staff Member), Karena Shearing (Staff Member), Julian Tearney (Head Boy), Sienna Rawson (Head Girl), Matt Turnbull (Invited Guest), Luke Francis (Student Counsellor and invited Guest), Abby Shand (Student Counsellor and invited Guest) and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Welcome	Katherine Sturley	Katherine welcomed all members to 2022. Members introduced themselves and gave a little of their background.
2.	Apologies		Parvina MacKellar (Community Member)
3.	Presentation	Abby Shand & Luke Francis	<p>Abby and Luke spoke about the leadership camp to Rottnest and an idea that had been discussed about course selection for Year 10 and 11 students. The proposal is to hold an expo around transitioning to Senior School, being able to access and receive information and being exposed to those that have experienced the ATAR courses. The plan is to hold this expo in mid to late Term 2. This would be after exams and those involved will be able to be part of this expo and be before the Year 10 Transition Program commences.</p> <p>The expo could be around the Year 7 area at the back of the library and possibly other areas, and would be set up in learning areas and be broken up with tables which could be applied to specific course areas.</p>

			<p>The idea is to better prepare students with their course selection in Year 10, as well as making them aware of what expectations will be required from them to ensure they are successful throughout Year 11 and 12 in their chosen courses. Volunteers would be required from the current Year 12 cohort, but staff would be the main contributor to the success of the expo.</p> <p>Community service hours could be given to encourage students to participate in volunteering their time. General and certificate course information is also to be expected to be available. The hope is that knowledge is able to be imparted to allow students to understand the options available, so they are able to make informed decisions.</p> <p>Genevieve thought that more information in the course selection booklets could be beneficial.</p> <p>Neil advised that it was important for the students involved to have discussions with Mr Long and Mr Cross to work through the process and how to make it work.</p>
4.	Acceptance of the Minutes		<p>Resolution: That the minutes of the meeting held on the 25 November 2021 be accepted as tabled. Moved: Russ Fishwick seconded Steve Reynolds. Carried unanimously.</p>
5.	Business arising from Minutes		<ul style="list-style-type: none"> ○ The School Board Effectiveness Surveys completed in December 2021 will be provided in hard copy form and be placed on the 24 March meeting agenda for discussion. ○ Election results for three parent members - Congratulations to Katherine, Genevieve and Matt Turnbull with the first official meeting being Thursday 24 March.
6.	Finance Report	Neil Hunt	<p>Neil advised that the revised One Line Budget for the 2022 school year had shown an over spend. The budget has now been amended and the school is also required to spend a further \$200,000 on the disability program. Another issue which has affected the budget was the 70 less enrolments expected and this has seen our Student Centred Funding being less by almost \$600,000.</p> <p>It is expected that our student numbers will drop over the next two years by approximately 100 each year, therefore will be a decrease in our Student Centred Funding.</p> <p>There has been a number of great projects completed during 2021, however some Reserve Accounts have been depleted somewhat.</p>

			<p>Neil spoke to parts of the budget, why allocations are given to the likes of Gifted and Talented Education, difference between teaching levels, faults management, Vocational Education Training and many more specific areas.</p> <p>School budgets are dynamic and different items can change the allocated figures. The One Line Budget will be provided to the next meeting for consideration and endorsement will then be required.</p> <p>Julian asked about monetary support for a project that students thought was beneficial. Neil advised that it would be something that the students should plan and put forward through a funding request to the Finance Committee.</p> <p>Shaq enquired about the solar project and the savings which are to be made available for scholarships and programs for students and staff. Neil advised that the Foundation in conjunction with the school are putting in place a scholarships/programs, with this already being put to the Senior Leadership team. Committee members have been called for and when this process has been completed, advertising will take place of the specific details.</p>
7.	Correspondence In		Nil.
8.	Correspondence Out		<ul style="list-style-type: none"> • Email to parents advising election process • Survey monkey email with ballot details • Emails to successful and unsuccessful candidates on election results.
9.	Principal's Report	Neil Hunt	<p>Attached as an addendum (Principal's Report):</p> <p><u>COVID-19</u> The school has now received a standard letter so that the school is able to communicate to parents. This information gives clear guidelines.</p> <p><u>Standing Operating Environment</u> Churchlands SHS is the only school that does not use this domain in the public schools system. Churchlands SHS is an Independent Public School and meets all requirements with its independent network. An audit has occurred and the school is compliant in all areas.</p>

Steve asked how the School Board can support the school in their endeavour to keep the Churchlands domain as it is. Neil responded that the school was given written permission to do this and the school has continually met all the Department's reporting requirements. The Board will continue to support the school, if and when required.

The School Board members are aware of the details and will continue to gain knowledge and Shaq is happy to share the differences between the two domains to assist members with an understanding around this important issue.

Parking around the school

The City of Stirling has placed more restrictions on parking around the school. It is of concern as the school certainly does not want to lose any further grassed areas. A meeting has been organised with the Department of Education to discuss.

Russ Fishwick JP would like to see the school and the City of Stirling Mayor sit down and discuss this matter further. Russ will endeavour to see if this can be organised.

Staff

Neil made mention of new senior leadership staff in Administration, and include Mr Jamie Long (Associate Principal - Senior School). Jamie will be invited to attend a Board meeting in Term 2. Matt Baltovich (Year 10 Head of Year) has commenced in this role and has shown impressive leadership skills throughout a couple of trying weeks.

Genevieve thanked Neil for his leadership skills and the continued work being done to develop leaders within the school community. It would be great to see this being communicated to the parent body so that they are aware that there is the empowerment of growing leaders, and that these opportunities are available to all. Possibly some snippets be placed in suitable correspondence throughout the year.

Neil aims to see staff members become leaders, and many have left Churchlands to seek leadership positions in other schools. Neil's goal is to continue to assist staff in building upon their leadership skills. The Churchlands Foundation creation has been a tremendous working organisation and he is very keen to see the foundation continue with its investment in the scholarship program and looking forward to these being allocated in the near future. Neil sees that is important to continue to build strong leaders not only within the Churchlands school environment, but also the community, public schools and the public schools system. The leadership program has been running for about seven years at Churchlands SHS.

10.	Head Boy & Head Girl	Julian Tearney & Sienna Rawson	<p>Student Report (attached as an addendum).</p> <p>Julian spoke about the leadership camp to Rottnest and said it was an amazing experience. The leaders had a planning session and many ideas were discussed. Each year group have a couple of ideas that they want to pursue.</p> <p>Student council meetings will be run via Teams, and with upcoming events it is important to get this happening as soon as possible. These meetings will be run outside of school hours. Sienna and Julian want to communicate with the student body so able to receive feedback and share ideas and are looking at a communication network and the Instagram platform seems ideal.</p> <p>Necessary rules around this demographic will be adhered to, and it is understood that there will be a high standard required for this to occur. Julian and Sienna would provide a written document on how this would be managed. They understand that they will need permission to do this.</p> <p>A focus for 2022 is to establish a student run well-being committee and considering COVID it seems to be the ideal time to put this in place. Consideration is to take place on the purpose, provide a safe space, put out well-being initiatives and hopefully help to minimise mental health in the future. The school psychologists would be involved in this initiative.</p> <p>It is hoped that a Year 12 common room could be established, and probably a demountable area would be best suited. This would allow the Year 12s the ability to use facilities not available to other year levels. It would be a great meeting environment to share ideas.</p> <p>The areas in the quadrangle need more shade especially around the perimeter of the shade structures - the sun does come through as well as the rain. Umbrellas on the tables were mentioned however this would not be resolved with umbrellas. Further consideration and investigation needs to occur to find the best solution.</p> <p>Shaq commended the students on their endeavours and he would be happy to sit down and discuss the information technology. Matt cautioned about a moderated platform and advised that controls need to be really robust, documented as well as checked for effectiveness.</p> <p>Neil advised that a discussion needs to take place with Mr Cross to find out how to apply, what is required for a submission which could be presented to the Finance Committee for consideration.</p>
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			Julian asked about any initiatives, feedback, projects that the student body can assist with, to please let them know and how they can best support the school.
11.	P & C Report	Chris Porteous	<p><u>P&C Report:</u> The AGM was held on Monday, 21 February and it would be great initiative to encourage the students to get their parents more involved in the P&C. The aim is to get a better representation from the wider parent population and especially the new Year 7 parents. This will bring in more skills and helps to establish a rapport within the school community.</p> <p>The P&C watched the video that the leadership group provided, and was well received.</p> <p>The P&C is financially well off, and Chris suggested that the school should continue to seek assistance for projects.</p>
12.	Chair Report	Katherine Sturley	<p><u>Chair Report:</u> It was agreed and fully supported by all members that Katherine continue on as the School Board Chair and Genevieve as the Vice Chair.</p> <p>Katherine would like to see that the School Board to continue to work as a united team and to keep the communication line open. It is important to continue to work together and to build on 2021.</p>
13.	Alumni Report	Steve Reynolds	<p><u>Alumni Report:</u> Steve advised that the last meeting was in November and the next one will be in March.</p> <p>The final assembly of the school was held in December and five outstanding Olympians were presented as Churchlands Champions. Three video messages were made to the assembly and Shannon Reynolds was able to speak in person. This was a great event and the students seemed to really enjoy it. The Churchlands stones have been delivered and should soon be on display.</p> <p>The 60th Anniversary of the school and the 50th Anniversary of the Music School will be the main focus in the coming months. The Alumni will be assisting wherever possible and look forward to continuing to assist the school and Music School with these celebrations. Further information will be supplied at the next meeting.</p>
14.	General Business		Genevieve spoke to about how to involve parents, there are many ways, whether it be big or small and possibly more communication may be needed as to how they can contribute to the school community.

15.	Meeting closed		Meeting closed at 7.35pm.
16.	Next Meeting		5.30pm - Thursday 24 March 2022 via Zoom