



## SCHOOL BOARD MINUTES – MEETING NO. 7

**HELD IN THE CONFERENCE ROOM ON THURSDAY, 3 NOVEMBER 2022**

**ATTENDEES:** Katherine Sturley (Community Member and Chair), Kate Grayson (Principal), Kate Sinfield (P&C Representative), Dr Genevieve McSporrان (Elected Parent Member), Matt Turnbull (Elected Parent Member via Zoom), Louise Williams (Elected Parent Member), Russ Fishwick JP (Community Member), Kris Mainstone (Community Member), Hagop Boyadjian (Staff Member) and Kylie Hearle (Minutes). Meeting commenced at 5.35pm.

AGENDA ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Welcome to the 2022 Open Meeting	Katherine Sturley	Welcome to the 2022 advertised public meeting as per our Terms of Reference. Katherine welcomed parents: Karen Dunlop, Dominik Eddy, Lakey Tshering and Liz Tilmouth.  School Board members introduced themselves and gave a little of their own background.
2.	Apologies		Karena Shearing (Staff Member), Shaq Herath (Staff Member), Parvina MacKellar (Community Member) and Steve Reynolds (Alumni Representative).
3.	Acceptance of the Minutes		<b>Resolution:</b> That the minutes of the meeting held on the 8 September 2022 be accepted as tabled. <b>Moved:</b> Genevieve McSporrان, seconded Kris Mainstone. <b>Carried unanimously.</b>
4.	Business arising from Minutes		<u>Annual Report:</u> At the 8 September meeting it was requested that members provide any feedback by the 20 September regarding the Annual Report. As no feedback was provided, the Annual Report was deemed as being acceptable.

			<p><b>Resolution:</b> That the Annual Report circulated to members via email after the 8 September meeting be endorsed as tabled at the 8 September meeting.</p> <p><b>Moved:</b> Genevieve McSporran, seconded Russ Fishwick JP. <b>Carried unanimously</b></p>
5.	Finance Report	Kate Grayson	<p>Kate gave an overview of the finance documents tabled which included the One Line Budget and Comparative Budget.</p> <ul style="list-style-type: none"> <li>Contributions and Charges: There has been an approximate 10% reduction in the voluntary collection rates and may be due to factors such as COVID, interest rate rises and the cost of living.</li> </ul> <p>A suggestion was put forward from Louise Williams that parents should be encouraged to pay and explanation what these amounts fund. Mention was made that as the accounts are forwarded at the end of the year for the following year, a reminder at the beginning of the year may aid funds coming in earlier.</p>
6.	Correspondence In		Nil.
7.	Correspondence Out		<ul style="list-style-type: none"> <li>Email invite to Parents/Guardians to attend the Open Meeting.</li> </ul>
8.	P & C Report	Kate Sinfield	<p><u>P &amp; C Report:</u> Kate Sinfield advised that the P&amp;C are hoping to assist the school with further funding and in particular, the grounds. There are a number of projects that are being looked at and welcome any projects that could be considered. Kate Grayson advised there were some projects that were currently being considered from within the school and will be forwarded in the near future. Kate Sinfield gave a short brief on the P&amp;C, the vision of the Committee and their input into the school community. It is very much about being involved and seeing how the school works, what can be done to assist the school, and getting together to create ideas to benefit all students.</p>
9.	Chair Report	Katherine Sturley	<p><u>Chair Report:</u> Katherine reported on the functions of the Board throughout 2022 and the promotion and inclusion of the Board and members within the school community, i.e. school production, music performances, 50th Anniversary of the Music school and the 60th Anniversary of the school.</p> <p>Part of the School Board process is the ratification of the school's budget after being endorsed by the Finance Committee, Business Plan, Annual Report, along with reviewing policies and the ongoing commitment to supporting the Foundation.</p>

10.	Alumni Report		<p><u>Alumni Report:</u> Nil.</p>
11.	Principal's Report	Kate Grayson	<p><u>Principal's Report:</u> Attached as an addendum</p> <p><u>Staff Movement:</u> Many changes have occurred due to Neil being on Sick Leave, with all positions being filled and everything is on track for the rest of the year. Recruitment for 2023 is underway which will allow ample time for staff inductions.</p> <p><u>Demountables:</u> The demountables on the middle oval will all be removed by Friday 11 November and the oval will require some restoration to be ready for use in 2023. Two demountables will be relocated near the HASS block. Thank you to Deborah Hoy, Associate Principal of Systems and Operations with re-rooming being a major task for the remainder of 2022.</p> <p><u>Senior School:</u> Thank you to Mr Jamie Long and his Senior School team for their work with the Year 11 and 12 students throughout 2022. Year 11 students are currently doing exams, work placements and the Year 12 students sitting WACE exams. We look forward to the Year 12 Presentation ceremony which will take place on Saturday 19 November and will be their last official school function.</p> <p><u>Year 10 ATAR preparation program:</u> A six week trial program is currently assisting a number of Year 10 students who require additional English skills. The aim is to provide these students the ATAR English skills they will require for Year 11 in 2023. Two classes of students are undertaking this program after school with experienced staff, and is likely to be offered again next year. Depending on the feedback received may be offered to more students.</p> <p><u>Business Plan:</u> The Business Plan has been finalised and underneath lies the Operational Plans which have much more detail. These Operational Plans include measurement of data and provides targets.</p> <p>A leader of the Aboriginal Education Team has made contact and an email has been received commending the school for their work in aboriginal education. A graphic is being prepared which may be used for shirts for the Music Tour, staff uniforms and elements of this will be used in the graphics for the Business Plan. Thank you to all those involved in making this happen.</p>

Mental Health and Wellbeing:

The Mental Health and Wellbeing Committee have been working towards developing a mental health and wellbeing whole school approach and framework. Many initiatives have been trialled, including the Year 12 R U OK Breakfast program run before the first of the mock exams. As a first step, they are auditing current programs and looking at how PERMA H (positive emotion, engagement, relationships, meaning, accomplishment and health) can be imbedded across the school. Work has commenced on a form time program, with each student across the school on Wednesdays will engage in a "wellbeing Wednesday" program. A report will be provided to the board later this term.

The student leadership team will become involved and be the student voice at meetings and will take part in any further planning and activities.

Thank you to Rochelle Coleman for her work with the aboriginal students. Students benefit from individual education plans and are assisted by the mentoring programs provided by a number of staff members. Rochelle works tirelessly across the school by creating and sharing resources, assisting with cultural responsibility and relationship building programs.

Part of the Aboriginal leadership program, students have put forward the concept of "welcome stairs" using the stairs leading up to music at the front of the school. Significant work lays ahead to ensure the correct typography, spelling and cultural rules are adhered to.

World Teachers Day:

Our local member for Scarborough, Stuart Aubrey MLA spoke at parliament in relation to the Teachers Registration Board policies and processes which coincided with World Teachers Day. Stuart acknowledged all teachers and especially the following teachers for their incredible contribution to Churchlands:

- Rochelle Coleman for her work in aboriginal education
- Jane Sanders for her contribution to Academic Extension
- Alice Wells for her work in HASS and being part of that department since 1989
- Dr Grant Pusey for everything he does for STEM education
- The entire Music Department.

GATE proposal:

A meeting took place today with our members of Parliament to discuss our proposal to become a GATE Academic school. This will be put to the Minister of Education and the school is seeking support to make this happen. The school's Academic Extension Program would still run concurrently. The School Board agreed that it is their responsibility to take this further and will put together a letter to send to the Minister. The strategy is to also involve the feeder primary school boards and request their support, so that every family in the Churchlands SHS intake area have the opportunity to not split families up due to having to chase the GATE academic program. It would also have a very positive effect on the GATE Music program.

The lack of students accepting the positions in the GATE Music Program, has been highlighted due to them choosing GATE academic over music.

A request that this proposal be circulated to other board members for feedback prior to forwarding to the appropriate parties.

It was suggested that a singular letter be forwarded with a request for the feeder primary school board chairs to sign and send individually to the minister in support of Churchlands SHS proposal. Louise will do some research and provide feedback to Katherine by the end of the week.

Churchlands SHS Business Plan 2023-2026:

The final plan has been tabled with the addition of one item and discussed to be an appropriate amendment. The Business Plan is backed up with extensive Operational Plans.

**Resolution:**

That the Churchlands SHS Business Plan 2023-2026 tabled be endorsed by the School Board.

**Moved:** Genevieve McSparran, seconded Louise Williams. **Carried unanimously.**

Assessment policies - Years 7-10 and Years 11-12:

The Senior Leadership team have been updating the Assessment policies and the two documents are written slightly different, mainly due to SCSA requirements in Years 11-12. Student responsibilities will be included into the Student Diary for 2023. There are no significant changes to the policies. The content is the priority and is provided in an easily understood and student friendly context.

The Assessment policies will be formatted by Russ Fishwick JP in due course.

12.	General Business		<p><u>Car parking:</u> Russ enquired about the car parking issue and whether the matter had been resolved. Kate was concerned that due to more students in Year 12 in 2023 that this will continue to be an issue for staff parking due to the P plated areas.</p> <p><u>Grounds Committee:</u> Kris advised that he had presented drawings of the gates for the carpark near the pool and also the Sports Hall. Kris will follow up with Arlene.</p> <p>Steve Postmus advised that surveys had been completed and checked. A meeting will be held next week to discuss final ideas and preliminary costs.</p>
13.	Meeting closed		Meeting closed at 7.30 pm.
14.	Next Meeting		Thursday 24 November 2022