



# CHURCHLANDS SENIOR HIGH SCHOOL

## *An Independent Public School*

### SCHOOL BOARD MINUTES – MEETING NO. 3

HELD IN THE CONFERENCE ROOM ON THURSDAY, 9 MAY 2024

**ATTENDEES:** Dr Genevieve McSporran (Chair and Elected Parent Member), Kate Grayson (Principal), Geoff Lummis (Alumni Representative), Kris Mainstone (Community Member), Russ Fishwick JP (Community Member), Adnan Visram (Community Member), Michelle Palethorpe (Community Member), Kym Lucchesi (Staff Member), Hagop Boyadjian (Staff Member), Patrick Mason-Chambers (School Captain), Claire Shoebridge (Learning Support Program Coordinator - Invited Guest) and Kylie Hearle (Minutes). Meeting commenced at 5.30pm.

AGENDA ITEM NO.	ITEM/DECISION	SPEAKER	ACTION/OUTCOME
1.	Welcome and Apologies		<p>Apologies - Louise Williams (Elected Parent Member), Sarah Hughes (P&amp;C Representative), Matt Turnbull (Elected Parent Member) and Layla Richards (School Captain.)</p> <p>Welcome to Michelle Palethorpe and Adnan Visram for their first meeting as Community Members and both bring a varied and extensive knowledge in law to our Board. A quick introduction took place with members giving a brief presentation of the part they play on the Board and of their personal paths.</p> <p>Claire Shoebridge (CSHS Learning Support Program Coordinator) introduced herself and the role she plays as a staff member.</p> <p>Genevieve delivered an acknowledgement of country paying respect to the traditional owners of the land.</p>

2.	Acceptance of the Minutes	<p><b>Resolution:</b> That the minutes of the meeting held on the 21 March 2024 be accepted as tabled.</p> <p><b>Moved:</b> Geoff Lummis seconded Kris Mainstone. <b>Carried unanimously.</b></p>
3.	Business arising from Minutes	<p><u>GATE Approach</u> Correspondence had been received from the Minister in relation to the Board's request for Churchlands SHS to become a GATE academic school. The information provided by Minister Buti MLA was that the overprovision of these programs could negatively affect the viability of existing programs and has no plans to establish or make changes to existing programs.</p> <p>General discussion took place on data that Churchlands SHS has acquired and it is disappointing that no further consideration of our request is to be taken.</p> <p>Kate spoke about the need to be able to provide the partnership between the academic and music programs, as Churchlands SHS is being overlooked as academic students were choosing GATE academic schools first, therefore prioritising academic over music. The music program is missing out on the academic students that usually pick up the more challenging string instruments, which are essential for the orchestras.</p> <p>Further research will take place to see what can be done, including marketing which may enhance the school's prospect of making this happen. Other approaches will be considered and a further look at this will take place as Matt Turnbull is keen to be involved in another submission.</p> <p><u>Learning Support Policy:</u> Claire Shoebridge spoke to the tabled policy and it has been created to identify the need to support students with diverse needs, which will also assist staff, parents and school community. This has been put together in collaboration with SSEN-D (School of Special Education Needs and Disability).</p> <p>Many documents have been linked to support these processes, procedures and the rationale of the policy.</p> <p>Kate spoke to the need for a policy, due to the rising number of students that require support, and was essential to show that the schools respects each individual's needs and that staff have guidelines and clarity across all learning areas. This will enable parents to be able to access and navigate information about what options are available for students.</p> <p>Staff are assisted with funding in relation to the building of Individual Educations Plans and how best they can provide the best outcome for the students.</p>

**Resolution:**

That the tabled Learning Support Policy be accepted with the suggested minor terminology and format changes.

**Moved:** Kym Lucchesi, seconded Michelle Palethorpe. Carried **unanimously**.

New Course Submission - Music - for 2025:

Matt Turnbull had made enquiries into the course submission for music, speaking to students and staff. He agreed that the course needed to be changed as recommended by the Music Department.

**Resolution:**

That the Music Course Submission for 2025 as recommended by the Music Department be endorsed by the School Board.

**Moved:** Kris Mainstone, seconded Geoff Lummis. **Carried unanimously**.

Mobile Phone and Electronic Device Policy - Amendment request:

Patrick had advised that the Student Council had discussed this and were in agreeance with the change.

Kate had spoken to the Uniform Shop and it had been requested that skirts have pockets. The last order received did not include pockets, however it will be again be requested when the next order is placed.

That 4.4 (Electronic funds) be amended from:

Students are permitted to use their mobile phone to access electronic funds for the Canteen. For this purpose, students can only access their phone while in the Canteen, or in the line for the Canteen.

*To:*

Students are permitted to use their mobile phone to access electronic funds for the Canteen. Students may be in possession of their phone while in the canteen line but are only permitted to access their phone once inside the Canteen.

**Resolution:**

That the Mobile Phone and Electronic Device Policy (4.4 Electronic funds) be amended to 'Students are permitted to use their mobile phone to access electronic funds for the Canteen. Students may be in possession of their phone while in the canteen line but are only permitted to access their phone once inside the Canteen.'

**Moved:** Russ Fishwick JP, seconded Geoff Lummis. **Carried unanimously**.

			<p><u>Development of new marketing materials:</u> An email has been sent to Board members seeking interested members in meeting at 4.15pm on Thursday 6 June (prior to the next Board meeting). An invitation will be sent to all other stakeholders seeking interested personnel to meet to look at our current documents, and see how we can make these documents more dynamic. Please RSVP to Kate or Kylie if you are interested.</p> <p><u>Aboriginal and Torres Strait Islander Cultural Awareness Training:</u> Please advise Kylie when you have completed the training.</p>
4.	Finance Report	Kate Grayson	<p>The Finance Committee Meeting minutes were tabled for Board members to peruse.</p> <p>Kate spoke to the finance documents tabled and due to some documents requiring updating, that there are no issues that can be seen with what is currently available. Kate indicated that the budget is tight and this is mainly due to lesser student numbers than what was expected. A review is currently being undertaken on the staffing model and this will be looked at more closely when Neil returns.</p> <p>General discussion took place on the school's finances, reserve funds and the priority to ensure that as the school moves forward it has financial stability.</p> <p><b>Resolution:</b> That the One Line Budget as accepted by the Finance Committee be endorsed by the School Board.</p> <p><b>Moved</b> Geoff Lummis, seconded Adnan Visram. <b>Carried unanimously.</b></p>
5.	Correspondence In		<ul style="list-style-type: none"> <li>Minister Buti's Office replied re GATE proposal advising that shortly the School Board would be receiving a response.</li> <li>Minister Buti responded that Churchlands SHS would not be given approval to become a GATE Academic school.</li> </ul>
6.	Correspondence Out		Nil.
7.	Alumni Report	Geoff Lummis	<p><u>Alumni Report:</u> The next meeting will be held on Tuesday 28 May and until then there is no more information to share.</p>
8.	School Captains Report	Patrick Mason-Chambers	<p><u>School Captains Report:</u></p> <ul style="list-style-type: none"> <li>In Layla's absence, Patrick mentioned that in Japan the schools have a more calming bell/siren sound. After discussion this will be investigated to see if this is possible and if so, the cost of such a change.</li> </ul>

			<ul style="list-style-type: none"> <li>Patrick spoke about the recess and lunch timings and the students thought it would be better to have 25/25 minutes. The staff feedback was that the 30/20 timings was more conducive from a staff perspective and in particular about staff supervision of the breaks.</li> </ul> <p>It was suggested that the students should provide reasoning and why. Maybe a survey should be created.</p> <ul style="list-style-type: none"> <li>The students believe that the cost of the canteen food is of concern.</li> </ul> <p>This matter was discussed and it was believed that it is a part of the financial rise in food across society, however Kate will have a conversation, and possibly there could be a value meal/pack created. Maybe this could be advertised through the Bytes, reasons why, special of the day, etc.</p> <p>Kate reiterated that there are food hampers available through the chaplains and fruit is available through the sub schools. Advertising through the Churchlands Bytes will be undertaken to promote this availability.</p> <ul style="list-style-type: none"> <li>Patrick and Layla have met with their counterparts at Shenton College and hoping to meet up with other schools as well.</li> </ul>
9.	Principal's Report	Kate Grayson	<p><u>Principal's Report (attached as an addendum):</u></p> <p><u>Head of Learning area reflection and planning meetings</u> Meetings have taken place with Heads of Department along with other relevant staff members where discussion took place on student data, trends, and faculty matters.</p> <p>Feedback has been shared with the executive staff who are working on some of the requests from faculties. The faculties believe that executive staff should be more visible around faculties and be invited into classrooms.</p> <p><u>Department updates</u> New documentation has been shared with schools called 'Clearing the Way' and these documents provide schools with proforma letters to use as correspondence to parents who are causing issues with teaching, student services or executive staff. Churchlands SHS will continue to share through their communications the connection and respect parent information.</p> <p><u>Student leadership</u> Kate has continued to meet with the Year 12 School Captains. Kate is hoping to introduce student leaders to professional development so that they are able to assist with school tours.</p>

Stop work meeting

The stop work meeting that took place on Tuesday 23 April saw 212 students on site in the morning, with around 55 staff attending the stop work meeting. This left around 120 staff on site to manage students.

A small number of students started at 12.30pm, and all staff were back on site ready for Period 4. We were one of the few schools to still send out an attendance SMS, and assisted the Department by providing SEQTA instructions for them.

Year 7 numbers next year

Initial information from our local feeder primary schools indicates that we are likely to have a bigger Year 7 cohort in 2025 than we had in 2024. At least 300 students are expected from our local intake area alone, this does not include GATE music students or students from non-feeder schools. We are likely to have a cohort of over 400. It is expected that this will impact the number of out of boundary sibling applications we can accept.

Predicted numbers are likely to be close to 2255, 100 less than this year. The largest numbers will be in Junior School.

STEM build update

Christine Tonkin (member for Churchlands), Education Department staff, Hagop Boyadjian and Kate conducted a site visit of the STEM building last Wednesday. The building is on track, and we are in the final stages of ordering equipment. Several large trees have been retained on the site, and the building has been designed to have minimal impact on the environment. The building should be completed by October this year.

NAPLAN

We have received our preliminary NAPLAN data, and are now commencing a review cycle. Early indications are that our results are pleasing.

Student success

Interschool basketball – Both teams beat Shenton College in their last match and are through to the next stage of the finals.

Our STEM students, led by Dr Grant Pusey won the STEM challenge on the weekend and the STEM peddle car prix team came sixth in their race.

			<p><u>School survey</u> The sub school Associate Principals have carefully considered the school survey feedback and are now working on a further survey to attempt to find out the finer details regarding students' concerns.</p> <p>The original survey was ambiguous; therefore we want to find out what part of student behaviour is of concern, i.e. is it yard behaviour, or in class behaviour? Once we have the new survey results, we will commence planning.</p> <p><u>Overview</u> Kate gave an overview of the many activities, support programs, mentoring teams, student leadership initiatives that are held across all year levels, along with what is available for students who wish to undertake extra study. Many faculties give extra support and they are well attended, and it was requested that these could be advertised more.</p>
10.	P&C Report		<p><u>P&amp;C Report:</u> No report was available as the P&amp;C did not meet on the Monday 22 April due to not having a quorum.</p>
11.	Chair Report	Genevieve McSporran	<p><u>Chair Report:</u></p> <ul style="list-style-type: none"> <li>• Genevieve had written correspondence to thank the staff and was attached for member perusal and will be emailed.</li> <li>• Thank you email to be sent to Home Economics staff and certificate students that prepare the catering for our School Board meetings and also for the catering prior to the school production.</li> <li>• An email will be prepared by Matt Turnbull to thank the school production staff and students which will be circulated prior to forwarding.</li> <li>• Members of the School Board will be invited to the Art Exhibition Opening night. Genevieve unfortunately is unable to attend.</li> </ul>
12.	General Business		<p>Three New Courses for 2025 from Middle Secondary were tabled for consideration by the School Board:</p> <ul style="list-style-type: none"> <li>• <u>Possible new course - AFL program for female students</u> Kate advised that the female students are very keen for a female only program, however there is plenty of research that is required to make this happen. Whether they would have enough students and would this addition fit into the timetable as a starting point. This may not be possible due to the lateness, for 2025. Patrick will speak to those interested and bring information back to the next meeting.</li> </ul>

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|  |  | <ul style="list-style-type: none"><li>• <u>Café Foods for Year 10</u><br/>This course is to replace International Foods and is considered to be a more modern course.<br/><br/><b>Resolution</b><br/>That the introduction of Café Foods for Year 10 in 2025 be endorsed as requested.<br/><br/><b>Moved</b> Geoff Lummis, seconded Kym Lucchesi. <b>Carried unanimously.</b></li><li>• <u>Certificate II in Applied Language</u><br/>This is a certificate course that will be completed in Year 10. Language courses are not compulsory in Year 10, and it is believed a certificate course over the year would also attract more enrolments in ATAR Year 11 and 12 language courses.<br/><br/>A certain number of students are required for courses to run.<br/><br/><b>Resolution</b><br/>That the School Board endorses the introduction of the Certificate II in Applied Language course for Year 10 students in 2025.<br/><br/><b>Moved</b> Adnan Visram, seconded Hagop Boyadjian. <b>Carried unanimously.</b></li><li>• <u>Design and Technologies - Year 9 and 10 - integrated course for females</u><br/>This class would be a mix of woodwork and metalwork, and would be a positive move to involve female students in this learning area. Due to the growing field of STEM this would be a further addition to our extensive range of courses.<br/><br/><b>Resolution</b><br/>The School Board fully supports the introduction of this course for female students which is an innovative way to encourage participation in design and creativity in the technology field.<br/><br/><b>Moved</b> Geoff Lummis, seconded Kris Mainstone. <b>Carried unanimously.</b></li></ul> |
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			<ul style="list-style-type: none"> <li>• <u>Statement of Expectation - Department of Education</u> This document was tabled and noted by the School Board. Genevieve as the School Board Chair and Kate (Principal) are required to sign the document and then will be forwarded to the Director General.</li> </ul> <p>The School Board does have the ability to create their own belief statement and this will be considered over the next few meetings.</p>
13.	Meeting closed		7.16pm
14.	Next Meeting		Thursday 6 June 2024