

FERNY GROVE STATE HIGH SCHOOL
Council Meeting
CONFERENCE ROOM - FERNY GROVE STATE HIGH SCHOOL
MONDAY 25/2/2019

<p>1.1 Meeting Open: Welcome 3.33pm</p> <p>Present: In Attendance: Melissa Rowse (Chair) John Schuh (Executive Principal) Darren Brooks (Parent member) Annie Webster (Teacher) Gavin Walters (IT Manager) Karen Wright (Business Services Manager) Mackenzie Stewart (School Captain) Vanessa Baird (President P&C) Maria Hill (Teacher)</p> <p>1.2 Apologies: Rufus Gandhi (Parent member); Tony Wang (School Captain)</p> <p>1.3 Council Member Conflict of Interest Disclosures: nil</p>	
<p>1.4 Minutes of the Previous Meeting</p> <p>2.4.1 Confirmation - approved Vanessa Baird seconded by Annie Webster</p>	Action:
<p>2.4.2 Matters Arising/Action List Policies discussed.</p>	Action:
<p>3. Matters for Decision 3.1 Major strategy decisions : Community review of current policies 5.03pm</p> <p>What policies need to be reviewed?</p> <p>*sunsmart Maria suggested written policy is acceptable but questioned the actual in practice.</p> <p>*students-at-the-shops – before school Read to committee by school captain. Melissa suggested the Executive team members review the policy because it outdated. Melissa informed us that John has</p>	Action: All VIEW e-mail copies made available

already conferred with Coles Manager + currently no teachers are rostered on duty at the shops + students are not permitted to leave during the school day. Vanessa

suggested the revised policy should then go to P & C for feedback. Mackenzie recalled times when suspensions were given and that this was the when the students reduced visiting the shops. Annie commented that Coles see the students as valuable customers. School council questions the legal responsibilities of the school; details of the policy – in school uniform; clearer link to the behaviour plan.

ACTION to be taken:

Melissa will send an email to John from SC to request a review of students-at-the-shops – before and after school policy. This is to clarify school responsibilities + strengthen and aligned with the behaviour management plan.

*ICT- policy ✓

*use of personal technology

Melissa suggested policy needs rewording to align to current practise. Annie to review wording and send to SC members for discussion via e-mail. Darren raised concern about the addiction of games and phones within the school learning place.

ACTION to be taken:

Annie to review wording and send to SC members for discussion via e-mail.

*responsible behaviour – check students-at-the-shops policy

*uniform policy

Melissa pointed out the need to align with HPE uniform changes made.

Vanessa suggested that this policy should be reviewed at the start of every strategic plan. Melissa to make changes to the policy and send to SC members for discussion via e-mail.

ACTION to be taken:

Melissa to review wording and send to SC members for discussion via e-mail.

*concerns raising – Ferny Grove SS

Future discussion.

3.1.2 What process will we use to review the policies?

Routine decisions

3.1.1 What policies need to be reviewed?

3.2 Routine decisions : calendar for SC 2019

Monday 13/5 and Monday 12/08 all at 3.30pm

Chair – Melissa

Annie

Chair – Melissa

Matters for Discussion

4.1 Finance Report & Facilities: Karen Wright – Business Services Manager 3.36pm

PowerPoint summary presented by Karen. PowerPoint attached.

Tile 1 - Budget \$5,887,995 in 2019

Tile 2 - Provisions \$327,131 in 2019

Tile 3 - Current Bank Balance \$2,903,568.77

Tile 4 - Asset replacement Budget based on 1841 students;

Slowly reducing Student Receivables, Assets are growing.

Tile 5 - Aged Debtors – Students – We are reducing debt all the time.

Tile 6 - Anticipated 2019 Income is \$659,483

- SRS participation form We either wrote off or chased years of aged debt \$335K over last 2 years – we have worked very hard to reduce aged debt
- Still approx. 150 parents not invoiced due to debt on their family account is \$54,000
- Still approx. 88 parents not signed SRS participation form \$31,680
- Not one parent has officially said NO to joining the SRS
- Three families in 2018 officially said NO to joining our SRS and did not provide anything for their child

Tile 7 - Subtotal of what we own \$3,369,843.23 + we own more than we owe \$2,525,994.83

Tile 8 - Equipment replacement by Year – a number of consumables removed from the list e.g. vacuum cleaners; Fitbit sets + Air conditions are back on the schedule.

Tile 9 - Departmental Appropriations received 2018 \$2,840,367

Tile 10 - Staff classification - 66 non-teaching; 146 teachers; total 212 staff

Tile 11 - Future assumptions / considerations

- SRS not raised in 3 years
- Textbooks costs have almost tripled with introduction of new QCE/SATE
- Raise in 2020 to \$400 - \$40 increase would mean \$76K more revenue
- Raise IT Admin Fee from \$75 to \$100 - \$25 increase would mean \$45K more revenue
- ALTERNATIVELY, do we introduce subject levies?
- ALTERNATIVELY, do we discuss Building fund?
- ALTERNATIVELY, introduce a voluntary levy request?

Tile 12 – Goal in 2019 to obtain Effective Audit result

Karen asked for 'comparative' considerations. Vanessa feedback from Facebook what asks why fee costs in a State High School. Vanessa offered to raise points of consideration to the P&C and report back to the SC. John highlighted that the community needs to be informed and answer the 'why'.

ACTION to be taken:

Vanessa offered to raise / discuss above listed with points of consideration to the P&C and report back to the SC in Term 2 meeting.

Members acknowledged concise summary of presentation by Karen.

Action:

All VIEW PowerPoint presented - Budget



Ferry Grove SHS
School Council - Budg

Hard copy received for viewing

Vanessa

Outcome Health Check – 2014-2018

This is the Review process for the school – looking at the data – asked to flick through pages – predominantly the school has been performing well for a long time – strong and committed. Green colour reduces in Year 10. Dip as well in Year 11. Green again in Year 12.

Example given - Line management for Science – what does the data show?

Overall Science is doing a good job.

What could be different?

Senior School Analysis – outcome is more than just OP's. Senior results need to show students are ready for Year 12.

School opinion data is NAPLAN is writing. **Refer Implementation Plan (last page) SLT have taken this on and faculty (specific goals around writing) See last page designed by Elizabeth and Sue. Lifting staff will increase standards. Impressed by what people are doing about writing.

Annie pointed out how successful NAPLAN is in Access - a big positive!

Relative gain – Year 7 to 9 are going backwards – aim is to reduce the dip therefore increasing our Year 12 outcome.

Student engagement – distinction programs - see Curriculum plan Page 6.

Using and valuing feedback Number 2 Faculty goal. Using and valuing feedback; student /teacher self-reflections.

Example given - teacher feedback building tolerant and empathy in the AIMS programs.

A lot of discussion has gone behind Senior leadership focus on relationships + community + charities.

Page 2 Strategic Direction – all faculties done budget and plans.

Vanessa asked - what was new in these documents?

John indicated that Reporting, staff meetings and how meetings work on a Tuesday afternoon.

Other school changes were highlighted by Vanessa including the reduction in subject selection 7 to 6 subjects; reduction in electives German immersion students. Parent nights did indicate this.

John explained that some subjects are not offered anymore and others are built into other subjects - design subject like textile and fashion.

Languages – small numbers – combined 11 +12 not this year what about Year 10 + 11 – teachers would not agree and missed the opportunity for this year.

Curriculum Plan is reviewing constantly – eyes are really for the inner community.

Hard copies of all documents received for viewing during the meeting.

Investing for Success – Under this agreement for 2019 FGSHS receives \$504,392 to lift our Writing outcome for every student. The employment of 3.0FTE teachers to assist in the targeted intervention of students at threshold and the delivery of teacher development support. The employment of 60 hours of Teacher Aide time/week to assist in the targeted intervention of students at threshold. Money for PD and Writing Resources as well.

+ \$350,000 of unspent is being used for the textbooks.

School opinion survey - staff morale – meeting had robust reactions – plan is to wait and see what happens in August of this year, as the school gets a greater sense of direction – parents are strong and the students all over the place. DP asked to unpack. The survey was separated - teacher and non-teachers. All parents are surveyed and 60-80 students were selected.

Darren noted poor result from teacher survey for question – I would not recommend this school to others. John replies that he was unsure of why? The dip could be change in leadership – decisions made around timetables; series of teachers who were not renewed; refurbishment of manual arts. Darren also asked about the fair and consistent question. John said he was aware of it – talking and waiting to see what happens this year.

Wall planner – important information will be received. Too small.

Recent power blackout on hottest day caused a dilemma. Air conditioners - ENERGEX to boost up. To be upgraded – future proofing.

School buses – biggest high school – new bus owner - looked into flow *document presented. Invite management from Brisbane bus line to the School Council. Letter from SC to Bris CC we are requesting a review of the bus time based on size of school numbers. Offers for changes that can be made for this school community.
Darren further explained Samford bus issues.

ACTION to be taken:

Invite management from Brisbane Busline to the School Council. Letter from Chair SC to BCC requesting a review of the bus times based on size of school numbers.

Strategic - Student Council – policies and budget
Operational – P&C

2019 Administration Roles – summary made available for reference. ✓

4.2.1 Implementation Plan ✓

4.2.2 Curriculum Plan – tabled and presented ✓

Chair – Melissa

- 4.2.3 Report Card – updated information found on Page 19 Curriculum Plan ✓
- 4.2.4 I4S Funding - ✓
- 4.2.4 Wall Planner - ✓
- 4.3 Discussions concerning forthcoming strategic decisions
- 4.4 Other matters for discussion - nil
- 4.5 Chair's Update - nil ✓

Items for Noting

- 5.1 Major Correspondence - Rufus
- 5.2 Updated Council Calendar - confirm next meeting date is 13/5
- 5.3 Other Matters for Noting

Meeting Finalisation


- 6.1 Review Actions to be Taken – see below
- 6.2 Confirm Any Public Disclosures - nil
- 6.3 Meeting Evaluation
- 6.4 Next Meeting Term 2 Monday 13/5
- 6.5 Meeting Close 5.45pm

The meeting closed at 5.45pm

Signed by the Chair: _____

Dated: ___/___/___

Action List – Meeting FROM PREVIOUS MEETING

Meeting	Action	Who	When	Action
Term 2 2019	Question students + staff about tablet use - BYOD	Melissa + Gavin	Term 2	Presented for discussion Term 2 2019
Term 2 ✓ 2019	Place/Check Implementation Plan is on the school website.	Gavin	Term 1-2	Completed for Term 1 school year
Term 1 2019	List current policies to be reviewed; nominate policy for review and why and at the next meeting ask Council to determine which will be the focus for 2019.	Melissa	Term 1	Presented for discussion Term 1 2019 

Action List – Meeting FROM THIS MEETING

Meeting	Action	Who	When	Action
Term 2 2019	E-mail to Principal from SC to request a review of students-at-the-shops – before and after school policy. This is to clarify school responsibilities; aligned with the behaviour management plan.	Melissa	Term 2	Presented for discussion Term 2 2019
Term 2 2019	Annie to review wording and send to SC members for discussion via e-mail. <i>*use of personal technology</i>	Annie	Term 1-2	Completed before Term 2 meeting 2019
Term 2 2019	Melissa to review wording and send to SC members for discussion via e-mail. <i>*uniform policy</i>	Melissa	Term 1-2	Completed before Term 2 meeting 2019
Term 2 2019	Vanessa to discuss points of consideration from Budget – Tile 13 - with P&C and report back to the SC in Term 2 meeting.	Vanessa	Term 1-2	Presented for discussion Term 2 2019
Term 2 2019	Invite management from Brisbane Busline to the School Council. Letter from Chair SC to BCC requesting a review of the bus times based on size of school numbers.	Melissa	Term1-2	Possible Term 2 meeting

