

MEETING MINUTES**5 March 2020**

PRESENT: Ling Ng; Hazel Hodgkins; Jenny Hart; Wisam Kamil; Tom Simpson; Jennifer Vo; Justine Oxley; Ann Conlon; Pip Slaughter; Su Wu; Karen Wilson; Philippa Freegard; Vera Dedijer; Piers Larcombe; Nick Emeljanow; Mike Morgan; Lesley McDuff; Adam Pengelly; Danielle Higgs

APOLOGIES: Adrian Barich, Lina Al-Bayal

Meeting Commenced @ 7.02pm

1. **INTRODUCTORY REMARKS** Justine opened the meeting.
 - 1.1 Agenda item review and conflict of interest check – no conflict of interest tabled.
2. **Previous Minutes Acceptance** – Accepted by Nick, Seconded by Hazel; Minutes confirmed.
3. **Business Arising From Minutes of Previous Meeting**

Mike Morgan	Action: Invite an Indigenous representative to discuss the new First Nation Program <i>Update: Adam Pengelly, Associate Principal to brief group on the new First Nations Program, Shenton values and Student Support – refer to Item 5.</i>
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4. Correspondence**4.1. In**

4.1.1 Engagement Letter between Walker Wayland Audit (WA) Pty Ltd and Shenton College P&C Association Inc – Nick tabled this letter and stated this was reviewed by P&C Executive.

4.2. Out – None noted**5. Principal's Report** - Mike Morgan:

- 5.1. Mobile phone ban during school – this was rolled out in Term 4 last year. Mobile phones are only to be used under the direct instruction by teachers for education purposes. Mike noted staff had been very impressed with how students have handled this.
- 5.2. Year 7 (430) and 8 (480) cohorts join together for some presentations.
- 5.3. UWA learning links – Shenton has re-established programs with UWA, for example Year 10 students undertaking work experience at UWA.
- 5.4. First Nation Program – Mike stated that Adam Pengelly, Associate Principal would provide an update on this. This included a partnership/exchanges with groups in Port Hedland and Kimberley; and also a partnership with Indigenous leaders. This will assist Shenton students to gain a greater understanding and appreciation of Indigenous culture.

Adam stated the Shenton values were a result of a collaborative process with staff and students to try and nail the values of the Shenton community. This resulted in Care, Curiosity and Collaboration; which resonate strongly with the student body and staff. The First Nation Program seeks to embed within Shenton values as a celebration of Indigenous culture. There is a student First Nation Committee that will review proposals such as, engaging an Aboriginal artist to work with students to design a mural.

- 5.5.** Year 12 study club – this has had over 70 students engaged in this program. It is conducted on a Tuesday after school and is facilitated by teachers who give up their free time to assist.
- 5.6.** Terrace update – this is in the area that used to house 17 transportable classrooms. It has been transformed to a lovely, university style seating area. It will be ready and opened in Week 7 to correspond with Harmony Day.
- 5.7.** 20 Years at Shenton – Meredith Eddington (Alumni Manager) will talk at the AGM about this event. Mike congratulated the P&C for its contribution to the Alumni initiative. Mike noted that Meredith has put in an enormous amount of work building the profile of the school.
- 5.8.** Travel Ban due to coronavirus – Shenton runs a lot of international excursions. Mike stated the school was following the advice of the Department to ensure the safety of students and staff.
- 5.9.** Compass – its use across the school is being reviewed to ensure more uniform use across year groups.
- 5.10.** Behavioural management system - is being reviewed in relation to issuing a default letter of concern following an assessment. The aim is to ensure future communication is better aligned to Shenton’s culture of celebrating an individual’s improvement. So more letters of commendation than letters of concern will be seen in the future
- 5.11.** Women in leadership initiative – focus has been on creating safe spaces.
- 5.12.** Curtin University – a partnership with Curtin continues.
- 5.13.** Rotary Club - have approached the school in relation to funding opportunities.

6. School Board Report

Justine stated she is the P&C representative on the Board. At the last Board meeting some new members were welcomed; there was discussion on how to measure the Board’s success; the Building Fund had already collected \$50,000 following early communication of the fund to parents; and ATAR results were very good for 2019.

7. P&C President’s Report – no report this meeting

Mike moved a motion expressing the P&C’s sincere condolences to Adrian and his family following the recent passing of Adrian’s father. Passed unanimously

8. Treasurers Report**8.1. Review of 2019 P&C Spend**

Nick provided an overview of the 2019 spend and commitments, including FOMS. Nick noted the two major funding initiatives were student health (29%) and the Shenton Alumni (26%). Student health was reduced from the historical average due to the Alumni commitment in 2019 and also pre-committed \$50K for 2020. Nick explained student health was about supporting student wellness, including part funding for Chaplain and Psychologist.

8.2. Shenton P&C financial plan 2020

Nick stated the 2020 financial plan was approved at the last P&C meeting (4th December 2019). It is tabled at this meeting for noting. The plan is a continuation of the last few years and aims to provide the School and school community with funding certainty. There is \$22,000 that has not yet been allocated; this will occur over the year based on the merits of proposals.

Nick explained what the Alumni involves. It involves contributing to the cost of an Alumni Manager, who will build a data base of students that have been associated with the school, in addition to organising alumni events and programs and locating Alumnus who can give back to the students. As stated previously, Meredith Eddington (Alumni Manager) will be presenting at the AGM. Mike stated its focus will be connecting past student Alumni to support existing students' growth and development.

8.3. Treasurer's report March 2020 - Nick tabled the March Treasurers report; this was accepted by Pip, and seconded by Justine.

8.4. P&C Bank Summary Statement - Noted

9. Friends of Music Report (*Tom Simpson, FOMS 2020 P&C Representative*)**9.1. FOMS Convenor Report**

Tom provided an update. Nick stated FOMS are a motivated, self funded group.

9.2. FOMS Treasurers Report 16 Feb 2020

Tom provided an update. Nick stated there was music department donations left over from 2019. There will be no major fundraising for FOMS in 2020.

10. Friends of Shenton Alumni Report – no report this meeting

11. General Business**11.1. Bullying - anonymous reporting tool (eg, Stymie)**

Mike stated the School had investigated Stymie and is not going to pursue this at this time. Mike went on to state that the School was aiming to embed culture of trust to address bullying. It does this by a unique Year 7 and 8 middle school structure; student wellness support; dedicated Heads of Learning etc. This all contributes to a culture that if students are feeling unsafe they are able to report it.

11.2. Skin cancer prevention measures that could be funded by the P&C

Piers stated he would like to start the conversation about what measures the P&C could support for skin cancer prevention. Piers stated some facts about melanoma.

Piers tabled the following suggestions:

- Operate an ongoing education programme as part of health/science etc.
- Encourage / or require hats to be worn outside.
- Fund the placement of sunscreen dispensers at every external door, and fund their ongoing refilling.
- Issue free wide-brimmed hats to all new Year 7 students.
- Consider a no hat, no play rule.
- Consider student ambassadors who help encourage students to wear hats.
- Operate an ongoing student led project following a year 7 cohort through the school with annual skin checks – perhaps consider working with a professional body?

Mike thanked Piers for his suggestions. He noted there was no policy that mandated “no hat, no play” in secondary school. But Mike provided an overview of the various initiatives Shenton was undertaking:

- Sunscreen is freely available in all administrative offices, along with hand sanitiser. This has been communicated to all students.
- The health program is strong, but Mike acknowledges it could be enhanced.
- Mike stated that a hat will be requested for all physical education classes for Year 7; and there will be spare hats available. This will help build a sun safety culture.
- Mike stated there will also be additional dispensers placed around the school.
- Year 7 and 8 Coordinators are on board with an increased focus of conversations through Mentor teachers as another forum.
- Mike stated there is a long sleeve under shirt available from the uniform shop (blue or white).



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Mike will request funding from the P&C for these initiatives if required.

Mike believes there is also the need for parent communication to remind parents to encourage students to apply sun screen before school and also to take hats to school.

Jenny made a point that on Charity Day it would be good to have more promotion and availability of sun protection.

12. Next Meeting Dates & Meeting Close

AGM is scheduled for the 26th March 2020 in the Hub with a 6:30pm start.

ACTION: Lesley will propose dates for the rest of the P&C meetings this year.

Meeting Ended @ 8:58pm

ACTION ITEMS FROM THIS MEETING

Lesley	ACTION: propose dates for the rest of the P&C meetings this year.
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I note these minutes have been accepted and seconded by the P&C Committee.

Justine Oxley

Vice President

Shenton College P&C

5th March 2020