

**GENERAL MEETING AGENDA**  
**Thursday 17th February 2022**  
**6:00pm Webex**

**Attendees:** Adrian Barich, Mike Morgan, Piers Larcombe, Tom Simpson, Danielle Higgs, Wisam Kamil, Justine Oxley, Philippa Freegard, Jenny Hart, Nick Emeljanow, Vera Dedijer, Ann Choong

**Apologies:** Lesley McDuff, Lina Al-Bayati

**1. Meeting Open** - Adrian opened the meeting.

**1.1 Acknowledgement of Country** - *“Kaya. Nidja Whadjuk Noongar boodja. Hello. This is Swan River land”*

**1.2 Agenda item review and conflict of interest check**

**2. Previous Minutes Acceptance** (*see attachment*)

Minutes from the last meeting were moved by Tommy. Seconded by Justine. Minutes accepted.

**3. Business Arising From Minutes of Previous Meeting**

**ACTION: Danielle to send meeting papers out as a pdf for future meetings - COMPLETE**

**4. Correspondence**

**4.1. In**

4.1.1. WACSSO P&C Handbook

4.1.2. WACSSO State Council Elections - nominations are open for State Councillor (*assists P&C in resolving issues at a local level and canvases P&C opinions on educational matters ensuring accurate WACSSO representation*) - [Become a WACSSO State Councillor — WACSSO](#)

4.1.3. WACSSO running an AGM guideline

**ACTION: Nick to find WACSSO role handover guidelines to assist with change in roles after the AGM in March.**

**4.2. Out** - none

**5. Principal's Report** (*Mike Morgan*)

Mike shared some learnings from Perth Modern acting at the end of Term 4.

Mike stated this will be an interesting year in terms of managing COVID. Mike noted he had sent out a number of communications to assist with supporting anxious students, parents and staff due to COVID. He noted it will be unlikely that schools will close.

Mike noted the following COVID response measures:

- All staff were fully vaccinated
- An audit of the school's ventilation occurred, driven by WHO protocols
- WA Health are instructing the response

- 58 additional staff were recruited last year in support roles to help maximise health and wellbeing have
- All Year 11 and 12's have mobiles numbers recorded in case there are changes in exam timetable
- Assemblies, Board, P&C meetings will go ahead in a Webex format
- Modifications to teaching has occurred and the College has worked out what can be delivered online
- Ability to do contact tracing
- Assigned proxies for College leadership roles

Mike said the mask wearing has been good by students. Wearing of a mask is a big factor if you will be deemed a close contact, as per the WA Health protocols. If a student records a positive PCR they will be required to isolate for 7 days or until symptoms clear.

The Year 12 Ball is a key event. Currently the Shenton Ball will go ahead in line with the Education Department direction.

There are currently ~ 2,700 students enrolled in the College. 460 in the Year 7 cohort. Mike noted the Board Chairman and Adrian will be meeting with the Minister for Education next month on planning for the College size.

Nick asked what would happen if there was a positive case in a class? Mike stated WA Health are the authority on the response. If a child is identified as positive by WA Health they will request information that the College can provide. The College would notify parents that there has been a positive case and WA Health will be in contact with close contacts who will be encouraged to get a PCR test.

Adrian asked if there has been any learnings from other schools? Mike stated some of his learnings are: form a COVID response team; consult widely; don't cancel everything, think how events can be modified or postponed so it can go ahead; address varying levels of anxiety; and focus on core business.

Justine asked about the traffic cameras around the site. Mike stated the Public Transport Department are now recording the traffic volume around the school to help determine what needs to be done to resolve traffic and additional public transport requirements.

## 6. School Board Report (*Justine Oxley*)

Justine stated on Monday night there was the first meeting of the year. In addition to Mike's report, Justine noted that Mike was thanked by the Director General for his acting stint at Perth

Modern. The Board is planning on putting out another letter through Compass to state the College is well placed to manage COVID.

Justine thanked Nick for his role as Treasurer for the last few years.

## 7. P&C President's Report (*Adrian Barich*)

Adrian stated the meeting will be the 10th March with the Minister for Education.

## 8. Treasurers Report (*Nick Emeljanow*)

### 8.1. Treasurer's report (*see attachment*)

#### 8.1.1. Review of 2021

Nick tabled the Treasurer report. At the end of December 2021 there was effectively \$20k left in the P&C bank account, with \$50k of committed cheques agreed in the December 2021 meeting.

The expenditure breakdown was 61% for student safety and wellbeing, and Clubs/camps (Year 7 and 8) and the Uniform shop representing 10% respectively. Mike noted that Gary Green was planning on creating Clubs initiatives to Year 9 and 10.

In 2021 the P&C contributions was \$269k.

### 8.2. 2021 Accounts and Budget (*see attachment*)

#### 8.2.1. Confirm budget for 2022

Nick's recommendation for 2022 is to maintain a consistent approach, shown below. Mike supported this approach.

Percentages of budget	as per plan
	<b>Finance 22/23</b>
Student safety, health and well being	55%
Clubs and camps	10%
Equipment and facilities	5%
Uniform shop	11%
Awards and recognition	3%
Alumni	9%
To be confirmed	6%
P&C Admin	1%
	<b>100%</b>

Jenny moved to approve the Treasurer's report and budget for 2022, and Piers seconded.

## 8.3. P&C Bank Summary Statement

**Action: Nick to send through P&C bank statement**

## 8.4. Funding requests - Mike noted there were no funding requests at this stage

**Action: Danielle to note the following funding requests that were discussed in December 2021: Support for presentation night (\$10,000) and Student action group (\$10,000)**

Mike thanked Nick for his contributions as a Treasurer.

## 9. Friends of Music Report - no report

**Action: Danielle to contact FOMS for AGM financials for 2021 and newly elected persons on the FOMS 2022 committee**

## 10. Friends of Shenton Alumni Report (*Meredith Eddington*)

Meredith gave an update. There is an Alumni event for International Women's Day. Mike stated there are alumni events that will go ahead this year but will be planned to manage risk.

## 11. General Business

The P&C would like to pass on our sincere condolences to Lesley on her recent bereavement. Mike noted he would pass this message on to Lesley.

## 12. Next Meeting Date & Meeting Close

*Week 8 AGM - 24th March 2022*

**Action: Danielle to draft a letter to send out to all Parents via Compass to promote the March AGM**

### Action Summary:

1. Nick to find WACSSO role handover guidelines to assist with change in roles after the AGM.
2. Nick to send through P&C bank statement
3. Danielle to note the following funding requests that were discussed in December 2021: Support for presentation night (\$10,000) and Student action group (\$10,000)
4. Danielle to contact FOMS for AGM financials for 2021 and newly elected persons on the FOMS 2022 committee
5. Danielle to draft a letter to send out to all Parents via Compass to promote the March AGM

### Minutes confirmation:



Adrian Barich  
President  
Shenton College P&C