1. New chairperson Perry Kritselas welcomed the council members and reported that Tim Cunningham had a nasty fall from a ladder and was unable to be present. Members wished him well and a speedy recovery. The minutes of the meeting held 27 November 2013 were accepted by Perry and seconded by Alice.

2. Business arising was discussed:
   - Canteen tender for 2014-2016 was taken over by “Healthy Canteen” with some changes. New pricing (cheaper) but serving sizes have changed. Pasta dishes seem to be larger. There was a delay in establishing the self-service. Some concerns about the variety and quality of salads and variety of yoghurt. Canteen needs to be more explicit in labeling (C+S was chicken and salad, not cheese and salad). Members raised a concern about stock being stolen at the self-service. Another question was raised about the canteen’s involvement in fundraising. What are they sponsoring? Hamburgers are not the same quality as previously sold. Karyn to raise concerns with canteen manager.
   - Playing fields have been open at lunchtime for sport activities. No eating at this time on the new playing fields to reduce the amount of rubbish on the fields. This is working well.
   - 2013 Annual Financial Statement was given to the President of the School Council and the statement of receipts and payments tabled for all members of the committee. Balance brought forward for 2013 was $593,106 compared to $152,583 at the beginning of 2012. Funds in 2013 were allocated to refurbishing a classroom to a hospitality kitchen. Total cost was approximately $180,000. Other areas to note: Key Learning Areas = $277,575 ($233,940), increase due to additional technology resources purchased for faculties and classrooms. Excursions = $645,590 ($531,514), included excursions to Italy, USA, Samoa in 2013. Expenditure for administration and office, utilities and general maintenance remained the same as previous years. The balance carried forward for 2014 was $470,698, with $297,243 available balance, once unpaid orders, provision for additional assets and unpaid casual salaries taken into account.
   - Funds set aside for 2014 include:
     - Picnic table/canteen seating
     - Landscaping and fitness track on playing fields
     - Covered walkway
Drama room refurbishment
Timber deck and ramp for hospitality kitchen

Principal also tabled the 2014 budget indicating income and expenditure.

3. It was reported by students that the SRC has started strongly. First meeting held last week with a larger group than previously. SRC has been involved in a number of activities including:
- Swimming carnival
- School photos
- Clean Up Australia Day
- Year 7 camp and Year 11 Big Sisters.
- Prefect body welcoming Year 7 with lollipops (making connections)
- Year 6 information night
- IWD celebrations
- Several in-school performances – “Freedom Ride”, Asylum Seekers
- Japanese school visit (with performance at assembly was loved by all)
- Field Study Day involved Year 11 students learning to drive, which was excellent
- International Day planning for 21 March (“Harmony Day” and “Close the Gap” Day)
- April 1 – Year 11/12 parent teacher interviews
- Knockout teams (netball and softball have been successful)

SRC is keen to assist with school involvement and improvement.

4. Karyn reported that “Tell Them From Me” (TTFM) was a survey in which the school participated in 2013. Year 7-10 (636 students) were involved. In 2014 we will involve all students 7-12. Karyn presented a document outlining the results from the student survey. The school was disappointed in some of the data and has set about planning to address some of the issues. Especially, advocacy at school. Concern expressed about the dropout rate from the band program and not enough opportunities to be involved in extra-curricular activities. School was prompted to look at the “homework policy” and decided, based on research, to introduce a no homework policy for Year 7, 2014 (except for Mathematics and set assignments). There are a number of successful activities: creative club, debating/public speaking, running club which have been introduced for 2014. Staff are also very interested to conduct one off activities to support student interest. Data from TTFM can help the school staff in developing policies and practices that increase student engagement. Burwood GHS is viewed as an excellent school and we want to ensure that we continue to improve and provide the necessary opportunities for our school community.

5. Various items were raised:
- HSC results were outlined by the principal as follows:
  - 197 HSC students in 2013
  - 9 students (Top All-Rounders) in the top band of every subject
  - 3.7% students achieved ATAR greater than 99
  - 13.5% students achieved ATAR greater than 95
  - 25% students achieved ATAR greater than 90
  - More than 80% students will be attending university in 2014


The nine students who received all-rounder awards were:
- Isobel Blomfield
- Catherine Cooper
- Rachel Hua
- Silvia Jia Ying Lu
- Bonnie McLean
Two international students received ISC awards from Marie Bashir.

Burwood GHS was 71st position in NSW and 8th comprehensive school in the state. English results placed us 71st and 7th comprehensive school while Mathematics was 118th in state but the 9th comprehensive school.

The value added results for BGHS were outstanding for all groups of learners. The results and graph will be published in the Annual School Report for 2013.

- Karyn reported on the staffing and enrolment for 2014:

<table>
<thead>
<tr>
<th>Year</th>
<th>Students</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 7</td>
<td>155</td>
</tr>
<tr>
<td>Year 8</td>
<td>169</td>
</tr>
<tr>
<td>Year 9</td>
<td>177</td>
</tr>
<tr>
<td>Year 10</td>
<td>202</td>
</tr>
<tr>
<td>Year 11</td>
<td>228</td>
</tr>
<tr>
<td>Year 12</td>
<td>224</td>
</tr>
<tr>
<td>Total</td>
<td>1155</td>
</tr>
</tbody>
</table>

It was also reported that six teachers are on part-time maternity leave, two teachers on part-time leave without pay, and five teachers on leave for 2014. Burwood GHS has a complex timetable and part-time staff do affect allocation splits.

- Karyn reported that the new administration system, Sentral, was being established and well received by staff. The welfare details are up and running and time is being spent on managing daily organisation, variations of routine like excursions. The reporting system is now done through Sentral and there have been some issues with synchronising names of students with Sentral, ERN and Edval. Time to iron out difficulties will take most of this year. New Sentral system is much neater and more efficient to use. There will be more training for teachers and administration staff.

- Janina reported that the Burwood Ensemble Program (BEP) has expanded with a greater number of students involved and a greater number of ensembles and bands. Genevieve Campbell took over from Diana Springford in 2013 and the program is going from strength to strength. The string ensemble was showcased at Year 6 Open Day. It has grown considerably and the clarinet ensemble sounds fantastic as well. Evan Guy has taken over both bands for 2014, and Simon Bartlett is training the marching band. Planning 5/6 day tour to Hawaii in 2015 to perform at International Band Festival has commenced. Links with other schools was also seen as a priority. Even though there are links with local primary schools it would be great to plan workshops with bands from other high schools. Suggestions provided were Newington, Homebush BHS, Strathfield GHS and Ashfield BHS.

- Janina also reported on student welfare and wellbeing initiatives. Olga Maroc on sick leave and currently being replaced by Voulla Kalogeroopulos in the role of Head Teacher Welfare. Cybersafety and cyberbullying have been issues to deal with and the police liaison officer is to be invited to speak with students about these issues. Community liaison officers (one Chinese, one Korean, one Islander) have been employed to support students as well as a youth worker again this year. It is an excellent team. Nominations were held for SRC and it was seen that the school needs to extend leadership opportunities for all students as well as girls in Year 12. A new role for Year 12 girls to be SRC mentors for the junior members of SRC has been
created. Focus of this program to be established for Terms 1 and 2. Sport captains, prefects, SRC representatives to take a higher profile. Rainbow flag raising ceremony on 3 March was well received by students. International Women’s Day assembly featured Angelica Francis and the students loved it. A more recent assembly featured a visiting Japanese girls school singing to a most appreciative audience – the entire school. The focus is on the whole student and being part of an excellent school. Our next big event is International Day on 21 March.

6. A priority last year was the commencement of development of a corporate school image. Principal shared the new school folders to show how we are trying to establish a more corporate image for our school. The 2014 school student diary used the same image. The plan is to develop brochures on special aspects of our school such as BEP, Languages, Creative Arts, Mathematics and Science, English, Technology, Humanities.

7. Students in Year 9 are bringing their own device (BYOD). Only 16 have not organised one yet and eight out of those sixteen would like to hire one from the school ($100 deposit and hiring fee suggested). Some parents bought devices that were not 5GHz and this has meant that a dongle needs to be purchased. For Year 9, the BYOD survey conducted indicated the following:
   - 5% need a school device
   - 9% intending to purchase soon
   - 26% Apple laptops
   - 32% Windows laptop
   - 6% Apple iPad
   - 14% Windows Tablet

Perry reported that parents do not need to spend more than $500 for BYOD.

8. Alice reported that the grounds improvements were a very successful project last year and hoped that more work would continue in 2014. The P&C were looking at improving the furniture in the canteen and that this would be discussed at the next P&C meeting. Alice expressed concern about the state of the toilets. Janina reported that the canteen toilets were being painted during the holidays but apparently it is the newest toilets that cause concern. Situation to be investigated and will be reported at P&C meeting. It was also noted that Tamra Palmer, mother of Riley Neil-Smith in Year 7 is an excellent grants application writer and should be encouraged to support applications for parent initiatives.

9. Priorities for the next 3 – 4 years to be considered at the next meeting. Our school plan 2015 – 2017 needs to be discussed. How do we best prepare our girls to be excellent 21st century learners? What are our priorities?

10. General Business – Principal reported that the Annual School Report for 2013 was being finalised. Some reports needed: School Council Report, P&C Report, SRC Report. These are needed urgently for completion of ASR by the end of March.

    Perry was thanked for an excellent chair at first meeting.

Meeting closed: 7.25pm

Next meetings for 2014:
28 May, 30 July, 26 November