Burwood Girls High School

SCHOOL COUNCIL MEETING

Wednesday 30 July 2014 ~ 6:00 pm – 7:15 pm in LIBRARY

Members present: Robert Brett.................Community Member
Tim Cunningham ........Community Member
Lesley Jolly...............Parent
Perry Kritselas...........Chairperson
Mia Kumar.................Principal
Janina Longman.........Deputy Principal
Brad McKee .................Community Member (to replace Leanne)
Nick Miller .................Parent
Karyn O’Brien............Deputy Principal
Gavin Parker .............Teacher
Patrice Simpson ...........Teacher
Chantelle Manion .........Student Representative
Christine Trieu..........Student Representative
Lucy Ward-Gemmell....Student Representative

Apologies: Elaine Browne ........Manager, P&C Uniform Shop
Erin Dib .................Parent

1. Perry welcomed all members and said it was good to see Tim Cunningham back on his feet. Brad McKee replaced Leanne who was working (just back from Ghana).

2. Business arising was raised from previous meeting:
   2.1 Canteen concerns were addressed by Karyn who had developed a Canteen Satisfaction Survey for students and staff on various aspects of the canteen. Questions included:-
      o How convenient is our school canteen to use?
      o How well does the canteen understand your needs?
      o Compared to the previous canteen is the product quality better, worse or about the same?
      o Are the prices higher, lower or about the same as the previous canteen?
      o How responsive is the canteen to your questions or concerns?
      o Are you satisfied with the employees at the canteen?
      o Do you like the canteen?
      o Would you recommend the canteen to a friend or colleague?

   The survey was sent to students and staff on 29 July using “Survey Monkey”. So far there were more than 100 responses.

   Karyn will keep survey open until 8 August, hoping for more than 50% response rate. The results will be reported to the next School Council meeting.

   Members of Council agreed that this was a good strategy to get real data on satisfaction of new canteen and management. Question was raised that if there was overwhelming dissatisfaction, would the 3 year contract be terminated? It was hoped that there would be good communication to the canteen about any issues so these could be addressed in a timely manner in meeting the school’s needs.

   Karyn has notified canteen about survey and once the survey data collected, it is intended to hold a meeting with Canteen operators. Report at next meeting.
2.2 Staffing and Enrolment Issues were outlined by Janina.

Olga Maroc passed away at the beginning of this term and position of HT Welfare continues to be filled in a relieving capacity by Voula Kalogeropoulos until position filled centrally or by merit selection.

Matt Chalmers has been appointed as a permanent member of English Staff with willingness to teach PDHPE and Sport.

Student enrolment for 2015 is predicted to be: Yr7 – 165, Yr8 – 163, Yr9 – 174, Yr10 – 185, Yr11 – 220 and Yr12 – 237.

International Students will be enrolling as follows: Yr7 – 3, Yr8 – 3, Yr9 – 7, Yr10 – 11, Yr11 – 26. There are 111 International Students enrolled in 2014 with 30 currently in Year 12. The school is looking to appoint an International Students Adviser for 2015 to assist with the well-being and management of these students.

A Science Engineering elective will be offered in Year 9 and this was widely supported by School Council members, as being an excellent initiative.

2.3 The Principal reported that the National Chaplaincy Program was in doubt for future funding at Federal level. Liz James has held this position for the last 3 years (2014 is fourth year of program) but she has worked with the school for the last ten years to support disengaged students and students at risk. She has been highly successful. Principal recommended that Liz James be employed to continue in a dual role of Youth Worker and Support Staff for students with learning difficulties. She was an essential member of the Welfare Team. Strongly supported by the School Council members.

3. Student Representatives provided an SRC report. Students were concerned about the passing of Olga Maroc and there was a strong collaboration in bereavement for our HT, Welfare. Students also reported:

16 July IFTAR dinner was excellent with not only the Islamic community present but also non-Muslim students and parents enjoying the event. Karyn reported she attended Homebush BHS IFTAR dinner too.

21 July Yr8/10 Parent Teacher was successful. Nick added it was the best one ever!

23-25 July Band Tour to Gulgong was a great experience for all involved.

28 July “BringBackOurGirls" was well attended at Chauvel Cinema and students pleased to meet Tanya Plibersek

29 July Opening of BOW in hall was well attended. Great work and fabulous event

4-15 Aug Year 12 Trials commence

10-15 Aug Jindabyne Trip / Work placement for year 11 students has been organised

25 Aug Dance Showcase

Patrice Simpson, SRC Coordinator reported that SRC are wonderfully enthusiastic. However, Year 7 students are finding it difficult to keep up with SRC mentor program. The Year 12 SRC Mentor program has been an excellent initiative and year 12 students involved have had an excellent influence with junior students.
4. Principal discussed the email from the Deputy Secretary (previously DDG) which was sent to schools outlining that School Excellence Framework is related to managing the School Plan (determining improvement goals and measuring progress).

Schools will develop a school plan by consulting with their school communities to develop a shared vision and identify three key strategic directions that will form the basis of the upcoming 3 year planning cycle. There is a suggestion of using the new 5P methodology – Purpose, People, Processes, Practices and Products. It is envisaged that each school will develop an individual school plan, contextually driven to support the achievement of the key improvement measures to address the needs of students at the local level. Schools will assess and report by conducting annual self-assessments of their progress towards achieving the improvement measures set out in the school plan.

Karyn O’Brien has been developing teachers understanding of the School Plan and will share her discussions. Karyn reported that new principles underlying the School Plan are:

- Highly strategic and possibilities focused
- Purpose driven
- Capabilities and mindsets focused
- Systematic
- Dynamic and authentic

We need 3 strategic directions for the next 3 years.

New school planning process includes:

- Why are we doing it?....... PURPOSE
- How are we doing it?....... PROCESSES
- What does it look like? ... PRACTICES & PRODUCT

At the previous meeting, we referred to “DEC Priorities 2015-2018”, which focused on three main areas (distributed with the minutes of last School Council Meeting).

- Quality Teaching and Leadership
- High Expectations, closing the gaps
- New and better ways of doing business.

Perry also circulated initial ideas for 2015-2018, suggesting Key Outcomes as

- Strong focus on quality learning and best practice
- Targeted professional learning programs to maintain excellence in teaching
- Curriculum expanded to reflect Student interests and needs
- Improved school organization to support student wellbeing and welfare
- Regular information meetings and evenings for parents and students
- Recognition and promotion of BGHS achievements

Four key priority areas from previous plan were outlined as:

- Leadership and Management
- Engagement and Attainment
- Curriculum and Assessment
- Promotion and Recognition

The school needs to prepare all students for a meaningful place in society.
Karyn referred to another document: “Great Teaching, Inspired Learning” which is a relatively new document outlining how to develop quality teachers in order to ensure quality learning.

Consultation for the School Plan involves executive, staff, parents and students. Such as
- SRC Focus Groups
- Executive meetings…ongoing process
- Staff meetings (school development days)
- School Council, P&C and ongoing consultation with President and Chairperson.

We need to decide answers to the following:
- **What sort of School do we want to be in the 21st Century?**
- **What sort of citizens do we want to produce for this world?**
- **What experiences do we want out students to have?**
- **What qualities would teachers need to be able to provide learning experiences that prepare our students adequately for life beyond school in a 21st century world?**

More advice is to:
- Use approach to promote deep professional conversations about what has been achieved and what is important to achieve and why.
- Use the approach to support
  - Focus on whole child
  - Include academic and non-academic (affective, social, emotional, wellbeing perspectives)
  - School community values
  - High aspirations and improvements
- Make sure the purpose statement for each strategic direction is clear and succinct
- Honour the past but seize opportunity to innovate in the future
- Take time with robust conversations with the community
- Pay attention to developing the capabilities of people to ensure plan is delivered
- Consider developing the Products and Practices before backward mapping to the People and Processes
- Identify significant, high leverage milestones

The aim is to ensure the school’s vision, purpose and direction is understood by all staff and all members of the school community.

The school plan is to be made available on the school’s website.

The school plan is to be discussed with the Director, Public Schools NSW who for our school is Veronica Kapsimali.

Plan is to be published by February 2015, and approved by Principal.

At the P&C Meeting 20 August, Karyn will present and gather ‘parent voice.’

Karyn could do a training group with SRC and allow time for school discussion with SRC members during Term 3, 2014.

School Planning Committee to be established and Nick Miller and Perry Kritselas offered to be part of this committee with Mia and Karyn.

Achievement and engagement were strongly related and the School Council recognizes that planning for the next three years is an important part of the role and responsibilities this year.

7. General Business was raised:
7.1 Promotions subcommittee has been established to produce pamphlets on various aspects of school such as Band Program, Student Leadership, Creative and Performing Arts. There will be a professional photographer employed to stage photos on 18 August. SRC representatives will be involved and letter to parents and organisation details will be sent next week. Janina also reported that the Year 12 prefects are conducting a photography competition to capture good Burwood GHS moments for this promotion.

7.2 Principal reported that many members of the community were concerned about increased traffic and pedestrian safety on the crossing and roundabout on corner of Queens Street and Cheltenham Road. Currently the Deputies and Principal are doing crossing duty to assist and to minimize problems. A letter has been drafted for the traffic safety coordinator at Burwood Council. President and Principal signed letter and Robert suggested sending a copy to the Director of Schools too.

7.3 Burwood Girls High School participated in many community events and it would be wonderful to have our own transport for Knockout Competitions, Engineering Projects, Band performances, theatre visits etc. Mark Dodson was investigating the costs:

- 2004 Toyota Cruiser (12 seater with wheel chair lift) = $26,000
- 2004 Mitsubishi Rosa (20 seater) = $38,500

New buses are around $100,000. It would also require a driver (GA or someone like Bill Hilliard with license).

Nick said it would be cheaper to lease. Suggestion to contact Concord HS (who have a bus) and dealerships who may be willing to sponsor?

7.4 The Body of Works exhibition was excellent last night and parents thrilled with the quality of work involvement and participation of the community.

Our school is maintaining great community involvement and this can only benefit our students.

Meeting closed: 7:10 pm

Next meeting: 26 November 2014 – Apologies from Tim Cunningham who will be overseas.