

Campbell High School P&C Annual General Meeting minutes – 1 March 2023

6:00 – 7:30 pm Campbell High School library and online

Chair: Stephen Dixon-Jain, President

Attendance: 18 (see Attachment A)

Apologies

None

1. Welcome

President Stephen Dixon-Jain welcomed parents and carers to the meeting.

2. Treasurer's report – Trudy Green

Trudy presented a financial statement reviewed by the Treasurer of the Stromlo High School P&C. The P&C finances operate on a calendar year basis. The 2022 financial position was affected by the closure of the P&C run canteen at the end of 2021 because of concerns about its solvency. The P&C made 'final severance payments' to canteen staff in January 2022.

The P&C received \$5,000 in donations in 2022 and has a bank balance of \$6,500 which is sufficient to cover insurance and to provide donations to the school for a number of projects approved by the P&C in 2022.

The P&C still holds the assets for the canteen worth a few thousand dollars which will be transferred to the school which is leasing the canteen to a not for profit provider.

Trudy noted a minor discrepancy in the accounts of \$140 which is likely to be a failure to record the canteen's cash float.

3. President's report – Stephen Dixon-Jain

The priority for the P&C in 2022 was to build interest in, and awareness of the committee, with the school community in the context of discussion within the committee about whether there was sufficient interest to retain a P&C.

Stephen reported on the generous response from families when the P&C went out to families seeking donations. The donations went towards a number of discretionary school projects to assist learning and build school amenity including:

- An upgrade of the learning space
- A thank you morning tea for teacher and other staff
- A donation towards a Hip Hop dance program for disengaged students.

Stephen thanked the other members of the Committee and the school executive team for their support during the year.

Stephen reported on the successful repurposing an earlier ACT Government grant to support parental engagement. The money will be used to run 8 workshops with families, with the first commencing in week 7. They will be run by former parent and psychologist Kieran Vaughan and will focus on the wellbeing of children and families.

The grant will also be used to upgrade the entry to the school hall to provide a welcoming space for parents and carers to gather and mix after school events.

The P&C also participated in an information session run by the Australian War Memorial on its upgrade and the impact of construction on the school and has been consulted by the school executive on the plan to fence the school grounds.

Activities scheduled for 2023 including updating the P&C Constitution, consistent with the model constitution issued by the P&C Association.

4. Election of a new committee – John Manders Returning Officer

John received no nominations for positions. Attendees at the meeting gave expressions of interest.

The old committee was dissolved and the following office holders elected:

- Stephen Dixon-Jain – President
- Jennifer Doggett – Vice President
- Trudy Green – Treasurer
- Lisa Franklin – Secretary

General meeting

5. Principal's report – John Manders

John reported that 2023 was the first in three years in which all staff and students were back on campus. The biggest challenge for the school was the system-wide problem of a shortage of teaching staff. While the school had a full complement of staff, it was facing challenges engaging relief teachers to cover staff absences. The school is able to hire student teachers who are in their fourth year of training under an internship model.

The highlights for 2023 to date were:

- The school had run a Year 7 camp
- The swim carnival at Civic pool
- Two excursions to Sydney for Japanese and music.

The school is planning on recommencing overseas trips for the language program with a trip to New Caledonia planned for French language students and to Osaka for Japanese language students.

Parent forums and strategic plan

The school is commencing parent forums next Wednesday to get views of the school's direction to help inform a school mission and values statement. John is planning to come to the school community with a draft statement in 6 months-time which will inform the school's next strategic plan.

Parent-teacher interviews

Parent teacher interviews will be conducted in week 7 and will be face-to-face only.

Refurbishment

Renovation of the student bathrooms, including the change rooms for PE, commenced in the January holidays and should be complete in about a month. New flooring and carpet have been laid in the front foyer and the maths/science classrooms and school hall are being painted.

Fencing and the school grounds

The community are being consulted about fencing the school grounds. Once this is complete, the fencing will go to tender. John is planning on the fencing work commencing in the April school holidays.

There is also a plan to upgrade the track behind the school to a path which is safe for bike access.

Next term work will commence on landscaping the school grounds.

There was a question about an incident involving an intruder, which resulted in the students being locked indoors. John advised that a fence would enable the school to better direct movements. The gates will be locked at night and at times during the day. There will be no adverse effect on emergency management and the front of the school will always be open during the day with plenty of evacuation points. Should anyone be inadvertently locked in in the evening there will be emergency numbers by the gates.

Fire alarms

The school has had a number of incidents where students have deliberately set off fire alarms, during transition between classes, resulting in the need to evacuate the school. The school is now being charged by the Fire Brigade for call outs. John said that managing this problem was a key priority. Some of the strategies for managing the behaviour are executive teachers patrolling corridors while students transition between classes and encouraging Year 10 students to be good bystanders.

Aging infrastructure, including faulty alarms, is contributing to the problem. The school is replacing existing alarms with thermals.

Parents asked about the availability of shade and water when students were evacuated to the oval. John advised that the evacuations were not more than 30 minutes and that students are encouraged to collect water bottles and hats before evacuating.

Ventilation

Parents asked about the improvement of ventilation in classrooms. John advised that the school has a heat mitigation program and classes can be moved to cooler spaces if necessary. The school has replaced glazing and fans and fixed broken windows so they are able to be opened. The school has been inspected and meets ventilation standards.

Year 10 camp

The school is unable to fit a Year 10 camp into its calendar and is planning for day excursions (eg to Jamberoo) as an alternative.

Positive Behaviours for Learning

The school has implemented this strategy for the last 3 years. The goal is to reward positive behaviours under a 'Response to Intervention' model. This strategy is targeted at 85 percent of the student population with the remaining 15 percent having individual behaviour plans.

There has been a reduction of incidents in classrooms although there have been challenging student behaviour for some relief teachers. Parents or carers with concerns can call the office to speak with John or the Deputy Principal, Tilly Walls-Dell.

Parents and carers were invited to email John issues they would like discussed at the meeting.

6. P&C School Board Representative – Rachel Lloyd

Rachel was unable to attend the meeting and Stephen Dixon-Jain read out a report on her behalf.

The Board has been working with the school on bathroom refurbishment and fencing the grounds. They have been advocating for greater communication between the school and families. They are appreciative of the course outlines that teachers are now providing to families, the school's call for volunteers and the investment in the arts.

Rachel reminded families of the Campbell High School's families Facebook page.

Attachment A – Attendees

Stephen Dixon-Jain, President
Trudy Green, Treasurer
Sarah Dinning, outgoing Secretary
John Manders, Principal
Chelsea Williamson, Business Manager
Mel McDonald
Steven Chapman
Lisa Franklin
Nicola Gibson
Jennifer Doggett
Sue Berry
Kirstin Duncan
Helen Portilla-Castro
Jack Pezzey
Tim Bonyhey
Belinda Cheong
Marcus
Robert
David – online
Natalia - online