

## Campbell High School P&C

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### Ordinary Meeting

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Date: Wednesday 13 September 2023

Time: 6pm-7.15pm

Venue: Online

### 2023 Office bearers

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President:	Stephen Dixon-Jain (Chair)
Vice-President:	Fiona Guy
Secretary:	Jennifer Doggett
Treasurer:	Trudy Green
Public Officer:	Nicola Gibson

### Attendees

Robert Elwood  
Lyle  
Sue  
Stephen Dixon-Jain  
Fiona Guy  
Nicola Gibson  
John Manders  
Kris McCreath  
Roy Daggy  
Belinda Cheong  
Rebecca  
Cate Furey  
Kate  
Delila Velotti  
Damien  
Melinda Evans  
Heather  
Jennifer Doggett  
Rob

1. Acknowledgement of Country (President)
2. Welcome and previous minutes
  - 2.1 Welcome and opening remarks (Chair)
  - 2.2 Apologies (Chair) – Trudy Green, Rachel Lloyd, Tilly Wiles-Deane
  - 2.3 Approval of Minutes from previous meeting

NG moved a motion that the minutes be accepted  
FG seconded the motion  
Motion was passed

- 2.4 Business Arising from Previous Minutes (Chair)

SDJ provided an update on fundraising:

- 60-70 families have donated, which is a similar number to last year
- A total of \$3585 in donations has been received
- SDJ has been in touch with KMcC to discuss reaching out to exec teachers for suggestions for donations. KMcC is happy to coordinate. JD and SDJ will write a letter and share with KMcC to give to faculty heads.
- SDJ suggested that the P&C coordinate with the Board on allocation of funds, given the Board also asked for donations recently. This should be coordinated with the parent reps on the Board.
  - FG raised concerns that the voluntary contribution email does not contain enough info to provide donation – the instructions were incomplete. She suggested that the process needs to be simplified.
  - B? also commented that she had tried to donate but couldn't.
- SDJ has coordinated with Tracey to update the P&C page on the website. He clarified with JM that she was the right person to talk to about uploading new documents.
- SDJ noted the need to update the blub on the website. FG volunteered to assist.
- SDJ updated attendees on progress with updating the constitution:
  - This has been on hold for a while but SDJ has started to look at it.
  - He has compared current objectives with those in an example constitution provided by the ACT Council of P&Cs.
  - He will finish doing that comparison and make sure the pro forma fits with CHS's existing constitution.

- He advised that the P&C will need to hold a special meeting to discuss changes and then inform the school community of the proposed changes and then have another meeting to discuss and hopefully endorse the changes.
- SDJ said he hoped this could happen either next term or early 2024.
- Evaluation and acquittal forms of parent engagement grant – Trudy has done acquittal and s done the eval form. Also john’s endorsement – will provide that to the team.

JM asked if any parents noticed the new foyer when they attended the parent-teacher interviews. He said the foyer has come up really well and is a great space for families – a much more practical space now that it was previously.

SDJ suggested that the P&C consider applying for another grant at some point, for example, the AusPost grants for well-being. SDJ will look at when closing date for these is.

SDJ asked for suggestions for another parent information session or forum, noting that over the past year the P&C had asked for ideas from families for topics for a forum or info session.

NG said that the ACT P&C Council have documents on how to improve communication and a list of topics for information evenings, for example, “Living skills for adolescents”. She suggested using these if any of the topics were of interest.

C? suggested that something to do with AI could be a topic of interest.

FG stated that the P&C officials were all volunteers and very much run on energy of the group. She said they would love suggestions from people and are keen for people happy to run with their ideas.

NG suggested the appropriate use of mobile phones and social media in the school context as a topic for a parent information session. In particular, she mentioned the inappropriate posting of pictures as an important issue that should be strongly communicated, given that it has some quite serious ramifications.

FG said her daughter said the school had had a meeting with students and discussed this issue.

SDJ said that some spontaneous interest groups have formed to discuss issues of concern to parents. He welcomed parents attending for the first time and emphasised that the P&C was a forum where parents, carers and citizens can work together to raise issues of shared concern and suggest strategies to address them.

### 3. Other business

#### 3.1 COVID mitigations update

JD reported on the ACT P&C Council response to concerns raised about COVID-19 mitigations. The Council did not feel this was an issue they were able to address but agreed to seek information from the Directorate about the progress of mitigations.

NG and JD said they were disappointed that the Council did not appear to be interested in engaging on this issue, noting that one Council member (a teacher) said that the lack of effective mitigations was one factor influencing older teachers to retire early.

JM gave an update of progress on mitigations at CHS. - windows can now be opened and fans are working which makes CHS compliant. He said that there are a number of barriers to implementing an effective HVAC system – including exits and egresses and automatic doors. The high cost is also a barrier and would need to go to Treasury for approval. There are other competing priorities at CHS, including the need for a new roof.

JD discussed a joint letter from some CHS parents to the Education Directorate and Minister and agreed to provide a copy of this letter to JM, TWD and KMcC.

#### 3.2 Update from parent meeting re. improving school-parent/carer communication regarding student academic performance and support strategies.

JD outlined the main points discussed at a recent parent meeting about communications with parents on academic performance and related issues. These included:

- Concerns about recent NAPLAN results and what the school is doing in response (recognising that this is an ACT-wide rather than a CHS issue)
- Concerns about teacher shortages/minimal supervision sessions (also recognising this is not something CHS can control) and wanting more information about the educational impact on students.
- Interested in CHS's approach to differentiation and how this works in practice, including what CHS is doing to address the needs of students not meeting minimum standards.
- Noting positive examples of differentiation at CHS and wanting information about whether and/or how these are being adopted more broadly throughout the school.
- Interested in how data on student performance is used to inform teaching and whether teachers are given the data/support/training needed to make effective use of this data

- Interested in the school's policy around communication with parents on poor performance and poorer-than-expected performance, specifically whether there is a policy on contacting parents about expected low grade.
- Interested in how the school identifies students who are under-performing.
- Interested in what reasonable expectations parents should have about teacher/school communication about academic performance.
- Interested in a discussion about school reports and whether they could be improved to be more useful for parents and students, noting the need to avoid adding additional workload on teachers.

JM noted these points and said that many would be easy to answer. He offered to host an information session in Term 4 to discuss them with parents.

SDJ discussed options for supporting staff through a breakfast or similar function. He said that last year the P&C hosted a thank you breakfast which was successful and much appreciated by staff. KMcC said that he has worked at various schools in the ACT and has seen what other P&Cs have done to support staff and that providing food is a great way to lift morale. He offered to coordinate an end of year breakfast, saying that staff culture is important but the school is restricted in what it can provide in terms of hospitality for staff. No better way to lift morale than food. NG suggested a coffee cart as an option which she said had been popular at other schools. There was general support for the P&C to fund a breakfast or coffee cart or similar for staff towards the end of the year.

#### 4. REPORTS

##### 4.1 Financial Reports – provided in advance (Treasurer)

##### 4.2 Principal's Report (Principal)

JM discussed the following points:

- It is his 12 month anniversary at CHS
- The athletics carnival was a success – it will stay at the AIS in future years due to the excellent facilities and the atmosphere the event has at that venue.
- Parent teacher interviews went well but there was a lot of demand so in the future they might be split into two nights to make sure everyone who wants an appointment can get one.
- Outdoor ed camps have been a success and the students have learned a lot from their experiences

- There will be a parents meeting next week to discuss communications between the school and parents, this follows on from the workshops held earlier in the year
- Progress with the fence has been delayed due to COVID-related issues but is now going ahead
- The gym floor is being replaced
- Mobile ph survey – tried to impleemt, hiccups, doesn'tstop abuse of technology Harrison engaging external provider to lock phs in poaches
- There was a good response to the school satisfaction survey which means that the results are statistically significant and can be used to inform future decision making
- The Board has sent out a message about the voluntary contribution, this has not been done for a few years but is being tried again this year. This contribution allows for some extra spending but it does not make or break the education being provided at the school. It might be possible to streamline the donation process but there are restrictions from the Directorate about the online platform that is used to collect donations due to security issues.
- Teacher shortages are better now than they have been previously – shortages are happening everywhere.
- Transitions are beginning with feeder schools. This year they are going to do some pre-testing of Year 6s from feeder schools with PATs.

#### 4.3 Report from P&C Council (Nicola Gibson)

NG provided an update from the recent P&C Council meeting including:

- The upcoming rollout of a Parent Portal which aims to improve parent transparency over student information and communication generally between parents and schools. Implementation of the portal will occur in conjunction with schools...watch this space. Council meeting attendees were privy to a demonstration of the site.
- The delivery and acceptance of Council Policies around Inclusion (especially LGBTIQ) and mobile phone use
- Referendum Day ...Democracy sausage stalls. Council will provide a media communication around which schools would be holding stalls. Confirmed with KMcC that Campbell would be a polling location. SDJ agreed to discuss offline whether the P&C would run a stall.
- Council has a number of available support materials to help P&C committees with Communication, audit of Financials, preparation for AGM's.

#### 4.4 Correspondence

#### 5. Other business (Chair)

#### 6. Close and next meeting (Chair)

