



Carine Senior High School Board
 Minutes of Meeting
 Held on 08 November 2023
 At Carine Senior High School – 51 Everingham Street CARINE WA 6020

PRESENT & APOLOGIES												
STAFF (6) Inc. Principal		Term	A	PARENT (3)	Term	A	COMMUNITY (2)	Term	A	STUDENT PREFECTS (2)	Term	A
Damian Shuttleworth (P)			Y	Sean Somerville (Chair)	(12/26)	Y	Conrad Liveris	(11/24)	Y	Jessica Radford	(11/23)	N
Marcia Shaw		(12/23)	Y	Adrian Armstrong	(3/23)	Y				Justifer Geordas	(11/23)	N
Tina Magatelli		(10/23)	Y	Sarah Malu	(11/24)	Y				Samantha Lakic	(11/23)	N
John Hackett		(5/24)	Y									
Kerri Drage		(Visitor)	Y									
MINUTES PREPARED		Marcia Shaw										
ACKNOWLEDGEMENT TO COUNTRY		Recited by Kerri Drage										
QUORUM		A quorum of members was present.										
START TIME		8:09am										
MATTERS ARISING		The recipient for the School Board Award for Graduation was Jessica Radford.										
PREVIOUS MINUTES		Adopted by the board as correct and signed by the Chairperson.										
PRINCIPAL'S REPORT		<p>1. Student numbers for 2024:</p> <ul style="list-style-type: none"> a) Year 7 predicted: 446 current 460 b) Year 8 predicted: 427 current 430. c) Year 9 predicted: 433 current 436. d) Year 10 predicted: 424 current 417. e) Year 11 predicted: 406 current 429. f) Year 12 predicted: 365 current 377. g) At Semester 1 Census we were the 4th largest state school in WA, with Churchland numbers dropping we are now 3rd largest. <p>2. Staffing update for 2024</p> <ul style="list-style-type: none"> a) New HOLA Health and Physical Education. b) New HOLA Mathematics. c) Associate Principals likely increase from 4 to 6. Had 5 in the past then dropped to 4. <p>3. Teaching situation and Carine's position:</p> <ul style="list-style-type: none"> a) Fully staffed for 2024. 										



Carine Senior High School Board
Minutes of Meeting
Held on 08 November 2023
At Carine Senior High School – 51 Everingham Street CARINE WA 6020

b) Carine SHS is a sought-after school, but many other schools may struggle as teaching numbers have reduced significantly.

4. Year 12 predictions 2023:

- a) Predicted WACE completion (of WACE eligible students): 99%
- b) Predicted Median ATAR: 84.50
- c) Predicted highest ATAR: Jasha Radalj – 98.95
- d) Year 12 2023 students in UniPrep – 32 (10%)
- e) ATAR participation – 33.3%
- f) Combination of ATAR participation and UniPrep combined 43%
- g) It is also relevant to note that 69 students (21%) also achieved a Certificate IV Business, which enables university admission directly post-School.
- h) There is an overlap with some ATAR pathway and UniPrep students.

5. Relevant updates:

- a) 50th celebration - Will be Friday 8 December. Kerri Drage is managing this project.
- b) New build - English and HPE have moved into their new offices.
- c) Classrooms in new build will be used in 2024.
- d) The Gym can be used now.

6. Plan for future Principal's Report for the School Board:

- a) Term 1:
 - i. Update on student numbers, staffing, year 12 results.
 - ii. Data comparison Semester 2 previous year to past 2 years re attendance and suspension data.
 - iii. Relevant updates.
 - iv. Circular Resolution for the Annual Report.
 - v. Sign off for Parent/Teacher nights.
- b) Term 2:
 - i. Presentation of Annual Report.
 - ii. Relevant updates.
 - iii. Business Plan update.
- c) Term 3:
 - i. Data comparison Semester 1 to previous past 2 years re attendance and suspension data.
 - ii. Relevant updates.
- d) Term 4:
 - i. Student number predictions for following year.
 - ii. Staffing update for following year.
 - iii. Year 12 predictions.
 - iv. Relevant updates.



Carine Senior High School Board
Minutes of Meeting
Held on 08 November 2023
At Carine Senior High School – 51 Everingham Street CARINE WA 6020

	<p>7. General:</p> <ul style="list-style-type: none"> a) Business Plan update: (new one due 2024) - Sean commented that the primary role of the Board is to assist the Principal with the Business Plan. Damian will present school process at next board meeting. b) School Employment Structure: Damian will bring to meeting Term 1 2024. c) Wellness Dog Plan: <ul style="list-style-type: none"> i. The plan has been provided to give clarity to staff. ii. Signs are to be made for Student Services and Reception. iii. Sean requested whether there was a need to have the dogs registered/assessed as wellness dogs. It was noted that the Department of Education already supports the Plan and has its own Policy on wellness dogs. iv. The decision to adopt the Plan is at the discretion of the Principal of the School which is backed by the Department of Education. The Board endorsed the Principal's Plan for wellness dogs to attend the school.
<p>FINANCE REPORT</p>	<p>1. Finance Committee Meeting Minutes</p> <ul style="list-style-type: none"> a) Noted by the Board. b) Tina the following contributions and charges for the Boards endorsement relating to: <ul style="list-style-type: none"> i. 2024 Contributions and Charges subject increases. ii. 2024 Proposed Optional Education Activities. iii. 2024 Voluntary costs. iv. 2024 Other Optional costs. v. 2024 booklists. Board endorsed all new costs and charges for the 2024 year.
<p>PREFECTS' REPORT</p> <p>KERRI DRAGE</p>	<p>Nil</p> <p>1. Board Election process:</p> <ul style="list-style-type: none"> a) The election process has been run and results as follows: <ul style="list-style-type: none"> i. Sean Somerville has been re-elected as a parent member. ii. 2 Parent Board members have been elected. Kerri is waiting on Police checks before presenting to the Board. Kerri will email new members profiles once cleared. Induction to be completed with Sean later this term. iii. Staff Board nominations for positions to commence from Term 1 2024. iv. Community members will drop from 3 to 2 in 2024. v. Currently there is 1 Community Member vacancy. vi. Adrian noted that he will continue to be a Community Member until a new member is elected. <p>2. 2024 Prefects:</p> <ul style="list-style-type: none"> a) 4 Head Prefects have been elected for 2024. The new prefects are unable to attend today's meeting as preparing for exams. They will be emailed induction documents. Possibly will rotate 2 prefects for each meeting next year.



Carine Senior High School Board
Minutes of Meeting
Held on 08 November 2023
At Carine Senior High School – 51 Everingham Street CARINE WA 6020

	<p>3. Annual Meeting:</p> <p>a) The School Board is required to have one Annual General Meeting. The Term 1 meeting will be marked as the Annual General Meeting for 2024.</p> <p>b) All School Board Meetings are deemed open meetings for public attendance only.</p> <p>4. Terms of Reference:</p> <p>a) It was agreed by the Board that the following adjustments be made to the Schools Terms of Reference Document date 09-12-2020.</p> <ul style="list-style-type: none"> i. Community members to be reduced from 3 to 2. ii. Staff members be reduced from 5 to 4. iii. Parent members increased at 4. iv. Student members up to 4. <p>Kerri will update the Terms of Reference and upload to Board Connect Site.</p> <p>5. Public School Review:</p> <p>a) Sarah asked if the School Board is involved in the School Review and offered her assistance.</p> <p>Damian will let the Board know about their roles for the Review.</p> <p>6. Addition to Carine SHS 50th Anniversary Event</p> <ul style="list-style-type: none"> a) This will occur Friday 8 December from 3.30pm to 7.30pm in the new Gym. b) There will be a cost involved to assist with the catering.
MEETING CLOSED	Meeting closed at 9.02am
NEXT MEETING	21 February 2024
MINUTES SIGNED	<p>Chairperson _____ <i>[Signature]</i> <u>28/02/2024</u></p> <p>Principal <u>D. [Signature]</u> <u>28/2/24</u></p>
2024 PROPOSED MEETING DATES	<p>8 May 2024</p> <p>7 August 2024</p> <p>30 October 2024</p>
KEY	<p>Action Items for next meeting, these items are to be added to "Matters Arising" in the next Board Agenda. Items Endorsed by The School Board, these items are to be kept of a "Board Endorsement Register".</p>