



## Applecross Senior High School IPS Board

# MINUTES

Meeting No.	110
Meeting location	Boardroom
Meeting time and date	5:30pm Thursday, 26 March 2026

Initials	Member	Role	Present	Apology
KS	Karena Shearing	Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TJ	Toni Jones	A/Vice Principal (Executive Officer)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JJ	Jenna Jarvis	Manager Corporate Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EM	Ebony Morrison	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NE	Nick Evernden	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AD	Andrew Dwyer	Community Rep (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
GC	Geoff Cooper	Community Rep (Secretary)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
KK	Katie Kumasaka	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AxT	Alex Tegg	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AdT	Adeline The	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DC	David Chen	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
KM	Kapz Malhorta	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
BY	Boston Yoong	Coopted member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ML	Milla Lobik	Student Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JL	Jett Lee-Anderson	Student Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Item	Subject	Notes
1.0	<b>Opening</b> <ul style="list-style-type: none"> <li>AD opened the meeting at 5:30pm.</li> </ul>	
1.1	<b>Attendance/Apologies</b> <ul style="list-style-type: none"> <li>AD welcomed AxT.</li> </ul>	
1.2	<b>Confirmation of agenda</b> <ul style="list-style-type: none"> <li>Confirmed.</li> </ul>	
1.3	<b>Minutes of previous meeting</b> <ul style="list-style-type: none"> <li>The Board noted amendments to the draft minutes to correct the date and attendance record.</li> <li>The Board otherwise endorsed the minutes of the previous meeting of 26 February 2026 as complete and accurate, moved by EM and seconded by AdT.</li> </ul>	
1.4	<b>Actions arising:</b> <ul style="list-style-type: none"> <li>The school business plan to be circulated to the Board.</li> <li>TJ to present on Priority 3 – Staff Development and Wellbeing</li> <li>JJ to circulate a suite of policies for amendment at the next meeting.</li> <li>TJ to circulate correspondence from DoE to the Board regarding the operation of the school canteen.</li> <li>GC to prepare a board summary for the newsletter.</li> </ul>	Done. On agenda. On agenda. Done.  Done.
2.0	<b>Standing items</b>	
2.1	<b>Finance Update by JJ and Policy updates</b> <ul style="list-style-type: none"> <li>The Board noted the financial summary as at 28 February.</li> <li>JJ noted a strong increase in voluntary contributions received this year versus last.</li> <li>Recent updates to our student attendance policies place a stronger emphasis on consistent daily attendance and outline clearer procedures for monitoring and follow-</li> </ul>	Next meeting will review the

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	<p>up. The 3 policies were discussed and the following amendments were discussed:</p> <ul style="list-style-type: none"> <li>○ Uniform Policy – to address the Art jacket and house shirts</li> <li>○ Mobile Phone Policy – to restrict the use of wearable and/or other connected devices</li> <li>○ Student Attendance Policy and Procedure – to replace compass absence with compass attendance.</li> </ul>	<p>Funding Agreement.</p> <p>The Board will review 4 additional policies to accommodate the new Good Standing Policy.</p>
2.2	<p>Principal’s report</p> <p><b>Principal’s Transition to Applecross SHS</b></p> <p><b>Community Celebrations and Events</b>                      The Interhouse and Interschool Carnivals are showcases of a school’s spirit. Applecross SHS’s spirit radiated at these two events. We are proud of student achievements at these events and the support they showed of each other.                      Harmony Week was well organised and facilitated by the student leadership teams. Each day consisted of different recess and lunchtime activities. The highlights were the Year 12 Cultural Dress Day, the <i>World’s Greatest Shave</i> and the daily quizzes.</p> <p><b>Community and Partnerships</b>                      The school canteen procurement for a new service provider is in progress. 6 Expressions of Interest have been received. We are confident we will be able to find a suitable business to commence the contract. Assessment of all Expressions of Interests was completed this week, and all parties will be notified in the next fortnight. It is still expected the new service provider will commence for the beginning of Term 2, 2026.</p> <p><b>Carine SHS Ongoing Partnership</b>                      Damian Shuttleworth (Principal, Carine SHS) has initiated a partnership between the two schools’ Executive Teams. This partnership has already demonstrated its value with Executive Team members continuing to meet up to share best leadership practices, system knowledge and ideas.</p> <p><b>Building and Infrastructure: Two-Storey Transportable</b>                      The school has attended meetings to discuss the art component of the \$7.9 million two-storey transportable building project. The school has provided its brief to the Art Coordinator, including a preference for an artist that can work together with young people in the GATE Visual Arts Program and will take into consideration existing art sculptures and investments around the school. The timeline indicates the chosen artist will be assigned to the project before the end of Term 1. No other updates to share at this stage.</p> <p><b>Financial Audit Report and Findings</b>                      The school has completed the Office of Auditor General external audit process conducted over 3.5 days, Week 7, Term 1 2026. The school has been commended on its compliance and governance processes, described as a “clean audit”.</p> <p><b>Communication Systems and Platforms</b>                      This exploratory work is being undertaken in response to previous survey data, the introduction of the new communication platform Compass School Manager, and ongoing anecdotal feedback from staff, families, students and the wider school community regarding the school’s communication methods. Together, these factors suggest a need to review and better understand how the school’s current communication systems are being used. This review and change process is starting with an audit of all communication platforms and systems to inform recommendations for improvement.</p> <p><b>2027 School Planning</b>                      We have commenced 2027 school planning, in particular -</p> <ul style="list-style-type: none"> <li>• Reviewing the Executive Team positions and portfolios compared with like schools (over 2000 students);</li> <li>• Timetabling processes and structures; and</li> <li>• Staffing needs for the new school year.</li> </ul>	<p>AD noted the signing of the Statement of Expectation by KS.</p>

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	An offsite planning session is planned to review structures for 2027.	
2.3	<p>Student Council Report</p> <p><b>Year 12:</b></p> <p>Year 12s had their first Free Dress Day! This was in the name of Cultural Dress to celebrate Harmony Week. It saw great student participation with students respectfully and enthusiastically boasting their cultures. This is promising for future dress up days.</p> <p>Wednesday of Week 7 (Harmony Week), year 12s participated in World’s Greatest Shave. This saw many students either shaving or cutting their hair and/or waxing their legs.</p> <p>Year 12 Student Executive has continued to work closely with the House Captains and Heads of Houses in administering the new House names that will be decided come week 9 with voting to be held during House assemblies.</p> <p>Students were privileged with reconnecting with former 2025 graduates to learn of their year 12 academic pathways and experiences. Many found this beneficial and motivating.</p> <p><b>Year 11:</b></p> <p>The Year 11s were responsible for organising and running Harmony week, including key activities such as the cultural dances, flags and games.</p> <p><b>Year 10:</b></p> <p>Year 12 Student Executive will be working with the 10 HaSS AE for the upcoming ANZAC Assembly.</p> <p>The Year 10s have contacted the city of Melville about a potential tree planting fundraiser starting next year. This event is called “National Tree Day” and is run by Planet Ark. Students travel to Point Waylen and saplings are sent to the school to be planted by students to raise funds and awareness for habitat loss of local wetland birds in Australia.</p> <p><b>Year 9:</b></p> <p>Year 9s had a joint movie night with the year 10s held in the auditorium however this was cancelled due to potential rain forecast.</p> <p><b>Year 8:</b></p> <p>Had their River Cruise and loved dressing up for it.</p> <p><b>Year 7:</b></p> <p>They have voted for their Student Council and their SRC members are to be elected and join meetings as of Week 8.</p> <p><b>SRC Initiatives:</b> The SRC is progressing several key projects, including:</p> <ul style="list-style-type: none"> <li>- ANZAC assembly (undergoing) <ul style="list-style-type: none"> <li>o Each year group has been tasked with different roles in preparation for the ceremony and are currently working towards fulfilling these tasks.</li> </ul> </li> <li>- New house mascots and names (undergoing) <ul style="list-style-type: none"> <li>o Priority of the year 12 SRC.</li> </ul> </li> <li>- NAIDOC week in early term 3</li> </ul>	<p>The Board noted that the world’s greatest shave initiative had raised over \$7,000.</p>

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	<ul style="list-style-type: none"> <li>- RUOK week in early term 4</li> </ul>	
2.4	<p><b>P&amp;C Report</b></p> <ul style="list-style-type: none"> <li>• The President of the P&amp;C reported that the first meeting had been productive and harmonious.</li> <li>• A new secretary and new Treasurer have been appointed.</li> </ul>	
<b>3.0</b>	<b>General Business</b>	
3.1	<p><b>Annual Report</b></p> <ul style="list-style-type: none"> <li>• TJ reported on the process to produce the draft report that included a significant effort of 2 of the corporate services team members.</li> <li>• The Board noted that the report was succinct and almost ready for release next week.</li> </ul>	<p>Board members were invited to make any comments or edits prior to COB Tuesday 31 March.</p>
3.2	<p><b>Growth and Infrastructure – meetings and update</b></p> <p>The WA Government is progressing with a new two-storey modular classroom facility comprising eight classrooms for completion in 2027. It is to be built offsite and assembled onsite, with the only concrete component being the staircases. The building will be capable of being removed at some future point in time.</p> <p>KS has been meeting with DoE representatives to discuss a longer term strategic plan for future building works to accommodate expected enrolment growth under forecasts modelled by the Department of Education.</p> <p>The Board again noted that the small reduction in 2026 forecast enrolments is likely related to the implementation of measures to reduce out of area enrolments (including sibling enrolments) implemented in late 2025.</p>	<p>AD to write to KG to acknowledge her support for the school's initiatives to secure funding to accommodate its 2000+ students. AD to write to the Minister for Education to reiterate the school's priorities for capital works.</p>
3.3	<p><b>Operational Plan</b></p> <p>TJ presented on Staff Development and Welbeing initiatives</p> <p>A strong array of projects are planned in 2026:</p> <ul style="list-style-type: none"> <li>• Foster a positive, inclusive, and respectful team culture aligned with the school's Code of Conduct</li> <li>• Conduct regular, genuine check-ins with staff to support wellbeing, workload management, and professional connection</li> <li>• Support new and graduate staff through effective induction, mentoring, and informal guidance</li> <li>• Encourage collaborative practice through purposeful use of Learning Area meeting time</li> <li>• Address interpersonal concerns early and professionally, escalating where appropriate</li> <li>• Promote shared responsibility for team culture and collective success</li> <li>• Contribute to whole-school wellbeing initiatives and staff connection opportunities</li> </ul> <p>The Board commended the initiatives that have been put in place in an environment where ongoing retirements require the recruitment, induction and retention of remaining staff.</p>	<p>Dr Lainie Gara to present on Teaching for Impact at the next meeting.</p>

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	The Board to consider Priority 2 under the School Business Plan at the next meeting – Teaching for Impact.	
<b>4.0</b>	<b>Wrap-up</b>	
5.1	Other Business  None.	
5.2	Actions Arising: <ul style="list-style-type: none"> <li>• Board to review the Funding Agreement circulated by JJ.</li> <li>• The Board will review 4 additional policies to accommodate the new Good Standing Policy.</li> <li>• Board members were invited to make any comments or edits to the Annual Report prior to COB Tuesday 31 March.</li> <li>• AD to write to KG to acknowledge her support for the school’s initiatives to secure funding to accommodate its 2000+ students.</li> <li>• AD to write to the Minister for Education to reiterate the school’s priorities for any capital works.</li> <li>• Dr Lainie Gara to present on Teaching for Impact at the next meeting.</li> <li>• BY to draft a newsletter update for the next parent update.</li> </ul>	
	<b>Close</b>	
	<ul style="list-style-type: none"> <li>• The meeting was closed by AD at 7:15pm.</li> </ul>	
	<b>Next Meeting</b>	
	<b>Thursday 28 May 2026, 5:30pm</b>	

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Signed (Chair)

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Date:

## BOARD REPORT NEWSLETTER CONTRIBUTIONS SCHEDULE 2026

<b>Term</b>	<b>Meeting #</b>	<b>Date</b>	<b>Proposed meeting summariser</b>
<b>1</b>	109	26 <sup>th</sup> February 2026	Geoff Cooper
	110	26 <sup>th</sup> March 2026	Boston Yoong
<b>2</b>	111	28 <sup>th</sup> May 2026	Alex Tegg
	112	25 <sup>th</sup> June 2026	David Chen
<b>3</b>	113	20 <sup>st</sup> August 2026	Kapz Malhorta
	114	17 <sup>th</sup> September 2026	Adeline Teh
<b>4</b>	115	22 <sup>rd</sup> October 2026 (open)	Andrew Dwyer
	116	26 <sup>th</sup> November 2026	Katie Kumasaka
		3 <sup>rd</sup> December 2026	