



## Applecross Senior High School IPS Board

# MINUTES

Meeting No. 102  
 Meeting location Staffroom  
 Meeting time and date 5:30pm Thursday, 27 March 2024

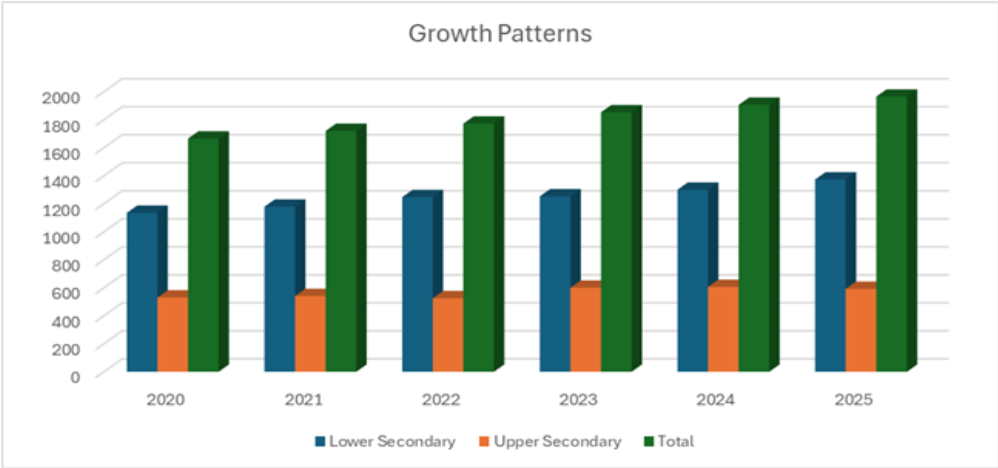
Initials	Member	Role	Present	Apology
PL	Paul Leech	Principal	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AnT	Angie Thomas	Vice Principal (Executive Officer)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
JJ	Jenna Jarvis	Manager Corporate Services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
EM	Ebony Morrison	Staff Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
KB	Kathleen Booth	Staff Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
MC	Melissa Clarke	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
GC	Geoff Cooper	Community Rep (Secretary)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AD	Andrew Dwyer	Community Rep (Chair)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LH	Lorraine Hammond	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
KK	Katie Kumasaka	Community Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DC	David Chen	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AdT	Adeline Teh	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
KM	Kapz Malhorta	Parent Rep	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SP	Sienna Pettman	Coopted member	<input checked="" type="checkbox"/>	<input type="checkbox"/>
LT	Leeshani Thangridge	Student Representative	<input checked="" type="checkbox"/>	<input type="checkbox"/>
BY	Boston Yoong	Student Representative	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Item	Subject	Notes
1.0	<b>Opening</b> <ul style="list-style-type: none"> <li>AD opened the meeting at about 5:30pm.</li> </ul>	
1.1	<b>Attendance/Apologies</b> <ul style="list-style-type: none"> <li>EM, AT, KM and BY were apologies.</li> <li>AD welcomed P&amp;C representatives Tammy Cooper ("TC") and Cindy Webster ("CW") to the meeting.</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 endorsed the minutes of the previous meeting of 27 February 2025 as complete and accurate, moved by MC and KK.</li> </ul>	DC to submit a summary for newsletter.
1.4	<b>Actions arising:</b> <ul style="list-style-type: none"> <li>PL to continue to work with the Department of Education to accommodate future expected enrolment growth in 2026 and beyond.</li> <li>Board representative/s to meet with relevant local member and new Minister for Education after the state election to highlight the need for urgent investment in ASHS facilities.</li> <li>A subcommittee comprising of AnT, AdT, KK and EM to review Board award categories for teachers and administrative staff, together with a process for nomination.</li> <li>A student recycling committee needs to be established for the school to meet funding criteria set by the Waste Authority.</li> <li>EM to conduct a survey and finalise recommendations for parent teacher interviews in 2025.</li> </ul>	In agenda. In agenda. Bring forward for June meeting. Continued by students. No Board action Finalised. Completed.

Item	Subject	Notes
	<ul style="list-style-type: none"> <li>• Board members who received a draft copy of the Annual Report to review and provide feedback in March.</li> <li>• AD to circulate information on the upcoming music concert involving ASHS music students.</li> <li>• GC to develop a schedule of community and parent Board members to summarise meetings in 2025.</li> <li>• GC to provide a summary article on board meeting for newsletter.</li> </ul>	<p>Completed.</p> <p>To be actioned when received.</p> <p>Completed.</p> <p>Completed.</p>
<b>2.0</b>	<b>Standing Items</b>	
2.1	<p><b>Finance Update by JJ</b></p> <ul style="list-style-type: none"> <li>• The Board noted the financial summary as at 28 February 2025.</li> <li>• Voluntary collections are above where they were last year supporting revenues.</li> </ul>	<p>JJ to review the process for refunds that are sought by parents after the school has incurred costs.</p>
2.2	<p><b>Principal's Report</b></p> <p><b>Planning and Infrastructure Meetings</b></p> <p>ASHS has had site visits and meetings with a range of Department staff in the past couple of weeks. There has been positive news with the Department agreeing to the following in relation to the transportable classrooms:</p> <ul style="list-style-type: none"> <li>• An additional pathway connecting the transportable area to the rest of the school via a path to the west of S Block.</li> <li>• A cleaners and gardeners shed to be located adjacent to the transportable area.</li> <li>• A transportable toilet block for staff and students to be located adjacent to the transportable area.</li> <li>• Additional drinking taps in the area.</li> </ul> <p>The Department's demographers agreed that it is difficult to do population projections for the school for more than one year ahead due to several complexities. These include the higher proportion of students coming to the school from dual intake areas; a higher proportion of high-density housing and a significant number of families moving into the area to access the school. Their current numbers seem way too low and risk having the school being at capacity by the time the new build is completed. The Department plans to do some intensive work over the next few months with the possibility that the government will consider funding in the mid-year budget review (September). They did state that it will be important to limit the number of students accepted from outside our local intake area.</p> <p>The key challenge is to determine whether the new buildings will accommodate a school with a capacity of 2100 (current planning) or closer to 2500. It all comes down to the funding that is allocated from the government and the amount of successful lobbying over the next 6 months. The school will be responsible for paving and sheds.</p> <p>GC noted that the local government heritage inventory sought to protect the public open space on the ASHS site, rather than the buildings that were assessed in the heritage survey not to have any heritage value.</p> <p><b>Annual Report</b></p> <p>Thank you to board members who have contributed to the 2024 Annual Report. A special thank you to Katie Kumasaka who did a very thorough job in proofreading the draft report.</p> <p><b>Staff Carparks</b></p> <p>There is concern from several staff members that our carparks are being used by parents and students in the 'peak times' at the beginning and end of the day. ASHS intends to install some additional signage and speedhumps but are alerting both staff and students to take extra care in the short term. ASHS will also ask the Department to see if the new carparks can be designed in such a way that there is better separation between students and vehicles.</p>	<p>The Board endorsed the annual report that will be shared with members of the school community and placed on the school's web page and School's Online.</p>

Item	Subject	Notes
	<p><b>Communication with Parents</b> ASHS has received some anecdotal feedback that the Parent Update is not been read as widely or as thoroughly as hoped. There appears to be a better response to SEQTA email communication and so leadership will try to include more information in the email informing parents about the latest Parent Update.</p> <p>Other formats and strategies to improve parent communication will be discussed at a future School Board Meeting.</p> <p><b>School Surveys 2025</b> The school is scheduled to complete our biennial Surveys of the School Community in 2025. Surveys provide very important feedback and there are established processes for the various areas and groups in the school to discuss and analyse data that is collected. The School Board has previously had significant input into the optional survey questions and the analysis of the parents/community survey responses.</p> <p><b>Parent Report Meetings</b> Parent-Teacher Meetings are scheduled for 9<sup>th</sup> April (Week 10, Term 1) and the 1<sup>st</sup> May (Week 1, Term 2). Parents will receive a series of documents via email over the next few weeks explaining the booking process. This year ASHS is offering In-Person meetings on the 9<sup>th</sup> April and virtual meetings via Webex on the 1<sup>st</sup> May. Parents have the option to <i>choose between face-to-face meetings or virtual meetings via Webex, not both</i>. Parents will be surveyed following the interviews to determine if the current format is still meeting the needs of the majority.</p>	
2.3	<p><b>Student Council Report</b></p> <p>LT provided a report on the various years as follows.</p> <p>Year 12's, Held a greatest shave fundraiser in which over \$13 000 was raised – more than last year. Opened a new green apple café which has been successful, run by hospitality students.</p> <p>Y11s, Planning for Harmony week. Are also looking at how to bring more attention to the ASHS drama and concerts through the use of social media.</p> <p>Y10s, Are holding an outdoor cinema at Murdoch Uni on the 26<sup>th</sup> March. This is a joint social with the year 9s.</p> <p>Y9s, Drafting a proposal for changing the sport uniforms to be more faction orientated, to raise house spirit. (Changing the green stripe to the specific faction colour).</p> <p>Y8s, Had their river cruise 19/03, also hosted bracelet making for harmony week.</p> <p>Y7s, Elected student councillors but they are not SRC members yet.</p> <p>The SRC is planning for our upcoming ANZAC assembly as a whole of school event. Each member will become an ambassador for “The Push-Up Challenge” which is Australia’s largest mental health and fitness event. Various Board members volunteered to participate.</p>	
2.4	<p><b>P&amp;C Report</b></p> <ul style="list-style-type: none"> <li>● A secretary has been appointed at the recent meeting.</li> <li>● The P&amp;C is considering funding requests and the equity of various programs.</li> <li>● A new logo is being prepared.</li> <li>● A new Facebook page will seek to elicit parent feedback on funding allocations.</li> </ul>	

Item	Subject	Notes																																				
<b>3.0</b>	<b>General Business</b>																																					
3.1	<p><b>School survey</b>            The board discussed the draft survey of parents, that complements separate surveys of staff and students.            It may be an opportunity to seek feedback on support for new building works/landscaping at the school.            Board members were invited to email any thoughts on the survey to AT.            It was agreed that a smaller subcommittee meeting would be organised by AT to review draft survey questions.</p>	AT to coordinate a subcommittee including KK and LH to review and draft survey questions prior to next meeting.																																				
3.2	<p><b>Applecross SHS – Student Growth 2020-30</b>  <b>Document Presented to Education Department Officials (March 2025)</b>            To achieve a satisfactory new building outcome for Applecross SHS the School Board believes that this should be able to accommodate students over at least the next decade, particularly as the next stage of buildings will likely not be completed until the end of 2028.            The last building program in the school (2014-15) delivered buildings with a capacity of 1600 students, a figure that was reached in 2019 when additional transportable classrooms were required.            The Education Departments projected student enrolment indicates that the school will reach around 2050-2100 students by 2027 and then plateau at this number for several years (table below).</p> <div data-bbox="213 949 1283 1585" data-label="Figure"> <table border="1"> <caption>ASHS - Actual and Projected Student Enrolment</caption> <thead> <tr> <th>Year</th> <th>Actual Enrolment (from school)</th> <th>Department projections</th> </tr> </thead> <tbody> <tr><td>2017</td><td>1,500</td><td>-</td></tr> <tr><td>2018</td><td>1,500</td><td>-</td></tr> <tr><td>2019</td><td>1,600</td><td>-</td></tr> <tr><td>2020</td><td>1,650</td><td>-</td></tr> <tr><td>2021</td><td>1,700</td><td>-</td></tr> <tr><td>2022</td><td>1,750</td><td>-</td></tr> <tr><td>2023</td><td>1,850</td><td>-</td></tr> <tr><td>2024</td><td>1,900</td><td>-</td></tr> <tr><td>2025</td><td>-</td><td>2,000</td></tr> <tr><td>2026</td><td>-</td><td>2,000</td></tr> <tr><td>2027</td><td>-</td><td>2,100</td></tr> </tbody> </table> </div> <p><b>Factors Contributing to Growth in Enrolments at Applecross SHS</b>            Given the continued positive reputation of the school the School Board is concerned that Education Department projections may not be taking all the growth factors into account and that the next building program may not support the longer-term capacity constraints of the school site:</p> <ul style="list-style-type: none"> <li>• Population increase in the local area (due to infill and medium density growth).</li> <li>• Continued increase in population of students in ‘feeder’ primary schools</li> <li>• Higher proportion of students from ‘feeder’ primary schools coming to Applecross SHS.</li> <li>• Drift from private schools enrolling in Applecross SHS.</li> <li>• Parents buying/renting in area to get students into Applecross SHS.</li> </ul> <p><b>Student Enrolment Growth - Applecross SHS 2020-25</b></p> <ul style="list-style-type: none"> <li>• As can be seen from the table below, there has been consistent increase in student enrolments that averages above 3%. This has resulted in an increase of 300 students (or 18%) over the past five years.</li> <li>• Year 7 enrolment in 2025 was approximately 360 students (a new record) and the lower school cohorts remain the largest in the school.</li> </ul>	Year	Actual Enrolment (from school)	Department projections	2017	1,500	-	2018	1,500	-	2019	1,600	-	2020	1,650	-	2021	1,700	-	2022	1,750	-	2023	1,850	-	2024	1,900	-	2025	-	2,000	2026	-	2,000	2027	-	2,100	<p>Recent migration trends will provide additional statistical support for our arguments.</p> <p>AD to seek a meeting with the Minister for Education.</p>
Year	Actual Enrolment (from school)	Department projections																																				
2017	1,500	-																																				
2018	1,500	-																																				
2019	1,600	-																																				
2020	1,650	-																																				
2021	1,700	-																																				
2022	1,750	-																																				
2023	1,850	-																																				
2024	1,900	-																																				
2025	-	2,000																																				
2026	-	2,000																																				
2027	-	2,100																																				

Item	Subject	Notes																																								
	<ul style="list-style-type: none"> <li>There are currently 30 more students in the local 'feeder' primary schools in Year 6 than there were in 2024.</li> <li>Based on a very conservative 3% annual growth, the student enrolment in 2030 could be around 2,300. <i>It was noted that 3.6% (the 5 year average) would result in 2345 students.</i></li> </ul> <table border="1" data-bbox="225 338 1224 506"> <thead> <tr> <th></th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>% Increase 5 Years</th> </tr> </thead> <tbody> <tr> <td>Lower Secondary</td> <td>1135</td> <td>1179</td> <td>1247</td> <td>1253</td> <td>1300</td> <td>1373</td> <td>20.96</td> </tr> <tr> <td>Upper Secondary</td> <td>530</td> <td>541</td> <td>525</td> <td>600</td> <td>606</td> <td>592</td> <td>11.69</td> </tr> <tr> <td>Total</td> <td>1665</td> <td>1720</td> <td>1772</td> <td>1853</td> <td>1906</td> <td>1965</td> <td>18.02</td> </tr> <tr> <td>Annual % increase</td> <td></td> <td>3.3</td> <td>3.02</td> <td>4.57</td> <td>2.86</td> <td>3.09</td> <td></td> </tr> </tbody> </table>  <p>The School Board has looked at the longer-term needs of the school given that the site is very constrained and serves as an important green zone in an increasingly medium density area. The board have asked for consideration to be given for the future growth needs of the school in 10 years' time and beyond and raised the following questions:</p> <p><b>Questions from Applecross SHS School Board</b></p> <ul style="list-style-type: none"> <li>What enrolment projections has the Department done for 2030 and beyond?</li> <li>What factors exist that will prevent the student enrolment from continuing to increase at a similar rate (3.6%) over the next 5 years as has occurred since 2020?.</li> <li>What is the intended enrolment capacity of the school following the next building program (due for completion by 2029)?</li> <li>Has provision been made for future transportable classroom locations and potential new building sites beyond the scope of the current build (2035&gt;)?</li> </ul>		2020	2021	2022	2023	2024	2025	% Increase 5 Years	Lower Secondary	1135	1179	1247	1253	1300	1373	20.96	Upper Secondary	530	541	525	600	606	592	11.69	Total	1665	1720	1772	1853	1906	1965	18.02	Annual % increase		3.3	3.02	4.57	2.86	3.09		<p>The P&amp;C to organise the ongoing petition and a letter of support from in area feeder schools.</p> <p>AD to coordinate a subcommittee (AD, TC, CW and GC) to develop lobbying plan for discussion at the next meeting.</p>
	2020	2021	2022	2023	2024	2025	% Increase 5 Years																																			
Lower Secondary	1135	1179	1247	1253	1300	1373	20.96																																			
Upper Secondary	530	541	525	600	606	592	11.69																																			
Total	1665	1720	1772	1853	1906	1965	18.02																																			
Annual % increase		3.3	3.02	4.57	2.86	3.09																																				
<b>4.0</b>	<b>Wrap-up</b>																																									
4.1	<p>Other Business</p> <ul style="list-style-type: none"> <li>CW enquired about a proposed 40kmh zone on Riseley Street that has not yet been done. Noone had received any update. A matter to raise with Kim Giddens at the next meeting.</li> <li>AD raised the issue of boys showing mutual respect towards other students. PL spoke of the School's values, and of programs such as Tomorrow Man, Tomorrow Woman.</li> <li>At the May meeting a presentation will be provided by Student Services.</li> </ul>	AnT to coordinate presentation from Student Services.																																								
4.2	<p>Actions Arising:</p> <ul style="list-style-type: none"> <li>The annual report is to be placed on the school's web page and Schools Online.</li> <li>JJ to review the process for refunds that are sought by parents after the school has incurred costs.</li> <li>AD to coordinate a subcommittee (AD, TC, CW and GC) to discuss media and other strategies to gather support for capital investment at the school. An outline of strategies to be discussed at the next meeting.</li> <li>PL to arrange an internal speaker for a future Board meeting to address policies promoting mutual respect including the CORE program.</li> <li>AT to coordinate a subcommittee to review and draft parent survey questions prior to</li> </ul>																																									

Item	Subject	Notes																				
	next meeting. <ul style="list-style-type: none"> <li>• When received, AD to circulate information on the upcoming music concert involving ASHS music students.</li> <li>• AnT to coordinate 'mutual respect' presentation from Student Services.</li> <li>• DC to provide a summary article on the board meeting for newsletter.</li> </ul>																					
<b>Close</b>																						
	<ul style="list-style-type: none"> <li>• The meeting was closed by AD at 7:05pm.</li> </ul>																					
<b>Next Meeting</b>																						
	<p><b>Next Meeting: 5.30 pm, Thursday 29 May 2025.</b></p> <p><b>2025 Meeting Dates</b></p> <table border="1" data-bbox="212 611 1283 896"> <thead> <tr> <th data-bbox="212 611 347 645">Term</th> <th data-bbox="347 611 539 645">Meeting #</th> <th data-bbox="539 611 1283 645">Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="212 645 347 712" rowspan="2">2</td> <td data-bbox="347 645 539 678">103</td> <td data-bbox="539 645 1283 678">29<sup>th</sup> May 2025</td> </tr> <tr> <td data-bbox="347 678 539 712">104</td> <td data-bbox="539 678 1283 712">26<sup>th</sup> June 2025</td> </tr> <tr> <td data-bbox="212 712 347 790" rowspan="2">3</td> <td data-bbox="347 712 539 745">105</td> <td data-bbox="539 712 1283 745">21<sup>st</sup> August 2025</td> </tr> <tr> <td data-bbox="347 745 539 790">106</td> <td data-bbox="539 745 1283 790">18<sup>th</sup> September 2025</td> </tr> <tr> <td data-bbox="212 790 347 891" rowspan="3">4</td> <td data-bbox="347 790 539 824">107</td> <td data-bbox="539 790 1283 824">23<sup>rd</sup> October 2025 (open)</td> </tr> <tr> <td data-bbox="347 824 539 857">108</td> <td data-bbox="539 824 1283 857">27<sup>th</sup> November 2025</td> </tr> <tr> <td data-bbox="347 857 539 891"></td> <td data-bbox="539 857 1283 891">11<sup>h</sup> December 2025</td> </tr> </tbody> </table>	Term	Meeting #	Date	2	103	29 <sup>th</sup> May 2025	104	26 <sup>th</sup> June 2025	3	105	21 <sup>st</sup> August 2025	106	18 <sup>th</sup> September 2025	4	107	23 <sup>rd</sup> October 2025 (open)	108	27 <sup>th</sup> November 2025		11 <sup>h</sup> December 2025	
Term	Meeting #	Date																				
2	103	29 <sup>th</sup> May 2025																				
	104	26 <sup>th</sup> June 2025																				
3	105	21 <sup>st</sup> August 2025																				
	106	18 <sup>th</sup> September 2025																				
4	107	23 <sup>rd</sup> October 2025 (open)																				
	108	27 <sup>th</sup> November 2025																				
		11 <sup>h</sup> December 2025																				

\_\_\_\_\_  
Signed (Chair)

\_\_\_\_\_  
Date:

*BOARD REPORT NEWSLETTER CONTRIBUTIONS SCHEDULE 2025*

<b>27<sup>th</sup> February 2025 – Geoff Cooper</b>
<b>27<sup>th</sup> March 2025 – David Chen</b>
<b>29<sup>th</sup> May 2025 – Adeline Teh</b>
<b>26<sup>th</sup> June 2025 – Lorraine Hammond</b>
<b>21<sup>st</sup> August 2025 – Katie Kumasaka</b>
<b>18<sup>th</sup> September 2025 – Sienna Pettman</b>
<b>23<sup>rd</sup> October 2025 – Mel Clarke</b>
<b>27<sup>th</sup> November 2025 – Kapz Malhorta</b>
<b>11<sup>h</sup> December 2025</b>