



Applecross Senior High School IPS Board

MINUTES

Meeting No. **103**
 Meeting location **Staffroom**
 Meeting time and date **5:30pm Thursday, 29 May 2025**

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 type="checkbox"/>	<input checked="" type="checkbox"/>
DC	David Chen	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
AdT	Adeline Teh	Parent Rep	<input checked="" type="checkbox"/>	<input type="checkbox"/>
KM	Kapz Malhorta	Parent Rep	<input checked="" type="checkbox"/>	<input 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	Opening <ul style="list-style-type: none"> AD opened the meeting at about 5:30pm. 	
1.1	Attendance/Apologies <ul style="list-style-type: none"> KK and Boston were apologies. AD welcomed Lachlan Silberstein and Cassy Ludowyk for item 3.3 	
1.2	Confirmation of agenda <ul style="list-style-type: none"> Confirmed. 	
1.3	Minutes of previous meeting <ul style="list-style-type: none"> The Board endorsed the minutes of the previous meeting of 27 March 2025 as complete and accurate, moved by MC and KB. 	
1.4	Actions arising: <ul style="list-style-type: none"> The annual report is to be placed on the school's web page and Schools Online. JJ to review the process for refunds that are sought by parents after the school has incurred costs. 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. PL to arrange an internal speaker for a future Board meeting to address policies promoting mutual respect including the CORE program. AT to coordinate a subcommittee to review and draft parent survey questions prior to next meeting. When received, AD to circulate information on the upcoming music concert involving ASHS music students. 	Completed. On agenda. On agenda On agenda. Completed.

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	<ul style="list-style-type: none"> • AnT to coordinate 'mutual respect' presentation from Student Services. • DC to provide a summary article on the board meeting for newsletter. 	On agenda. Completed.
2.0	Standing Items	
2.1	<p>Finance Update by JJ</p> <ul style="list-style-type: none"> • The Board noted the Operational One Line Budget Statement & Cash Report issued on 5 May 2025. • Voluntary collections are above where they were last year supporting revenues. • The Board endorsed the updated Refund Policy that will be attached to payment requests. • The Board noted the Funding Agreement, to be signed by PL and AD. 	
2.2	<p>Principal's Report</p> <p>Parent-Teacher interviews Both sets of Parent-Teacher interviews were well attended by our positive and engaged parent community. The feedback received from parents has been overwhelmingly positive, highlighting the thorough preparation and valuable feedback provided by our teachers. The face-to-face interviews were the most popular with many parents only attending the virtual meetings because they missed out on the first round of interviews.</p> <p>Surveys were conducted by Ms Jenny Casserly with 212 parents and 21 staff responding. Input from the School Board is requested regarding the format for the Parent-Teacher Interviews in 2026.</p> <p>Parent Update Surveys Parents were surveyed on the format and frequency of the Parent Updates following discussion at the School Board Meeting in March. There were 202 responses and the aggregate data and written responses have been distributed to board members.</p> <p>Some highlights:</p> <ul style="list-style-type: none"> • 72% of respondents read every or most issue of the Parent Update • 92% of respondents find the content to be relevant • 92% believe that the main purpose of the publication is to keep parents informed about school events and updates. • 87% think the overall quality of publication is good. • Only 22% want a text message reminder about new editions. • 66 parents provided written response with suggestions about changes required or ways to improve the publication. <p>Minor Works Funding The School was recently informed that we have received \$50,000 from the WA Government towards Resurfacing the C Block Quadrangle. The condition of the funding is that it cannot be used to reimburse costs that have already been incurred. The Principal has spoken to Kim Giddens MLA and she believes that we can put these funds towards extending a C Block Veranda to provide more cover and seating for an additional 100 students. This work is due to be completed during the July school holidays.</p> <p>Year 12 Mentors A cohort of more than 50 Year 12 students generously volunteered their time to support over 200 Year 10 students during a Parent-Teacher event. The innovative format resembled 'speed dating,' where Year 12 students rotated to engage with different Year 10 groups every 10 minutes over a span of two hours. The quality of discussions was outstanding, and the feedback from Year 10 students was overwhelmingly positive, highlighting the significant benefits they</p>	<p>Board members to consider parent teacher interview options for next meeting.</p> <p>Ongoing matter for review.</p>

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	<p>gained from the morning session. Although undoubtedly tiring for the Year 12 participants, many found it to be an enjoyable and fulfilling experience.</p> <p>Building Update</p> <p>One meeting with Department officials and representatives from Batemans Architects since the last Board meeting. The architects have had numerous site visits and done a thorough survey of the school site and three potential building sites (land surveys and geotechnical investigations).</p> <p>The Department has been asked to prepare a Project Definition Plan (PDP) that outlines a sequenced list of priorities and tests delivery options to inform a future business case submission for the Minister’s consideration. i.e., the PDP is being prepared before a business case, rather than following one. School administration led by the Principal (also includes Vice Principal; MCS and Facilities and Grounds Manager), will be included in Project Control Group meetings for the PDP project. The PDP will be finalised at the end of 2025 ahead of planning for the 2026-27 budget process.</p> <p>Our Concerns</p> <ul style="list-style-type: none"> • The scope of the project is limited to providing accommodation for 2100 students. The potential is that the school could exceed this number before the project is completed. • No plan has been provided to the school for the location of transportable classrooms (and other facilities) for 2026, 2027 and potentially 2028. • All three potential building sites will be used to provide accommodation for 2100 students, meaning that no sites will be available for future needs (including transportable classrooms). Of particular concern is the proposed single-story building on the present site of the school pool. • Delaying the build until 2027-28 means that the site restrictions will have greater impact on all members of the school community. • What are the implications for the project scope and timeline if funding (or adequate funding) is not provided by the WA Government by 2026? <p>Out of Area Students</p> <p>The School has been advised by Planning and Infrastructure that we have a relatively large number of students (262) who reside outside our local intake area (OA) and that we should not be accepting any more of these students. On examining the list the Principal found that a significant proportion of students on the list were:</p> <ul style="list-style-type: none"> • Students in our Specialist Tennis Program (69). • Students who resided in our area on enrolment but have since moved (82). • OA Siblings of existing students (24). • OA students who appealed to the Regional Office (10). • Students are in the GATE Art program or others incorrectly placed on the list (8). <p>Most of the remaining students (68) live close to our boundary and/or are students we believe would have successfully appealed to the Regional Office.</p> <p>Members were circulated a copy of the letter from the DDG and our response concerning the number and management of Out of Area students.</p>	<p>PL to meet with the DDG to discuss school policies on out of area students.</p>

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2.3	<p>Student Council Report</p> <p>LT provided a thorough overview of student activities across y7-12:</p> <p>Y12s,</p> <p>Exams, workshops and ESTs. Changing location of study room. Working with year elevens on the Push Up Challenge. Hosting and organising Principal’s Cup – students vs teacher sports.</p> <p>Y11s,</p> <p>Exam preparation - exams week 5/6 Push up challenge advertising and finance. Organising challenges through CORE time</p> <p>Y10s,</p> <p>Year group social to Bounce (pyjama theme). NAP-OPT-IN tests and exams week seven. Sign ups closing for CORE camps.</p> <p>Y9s,</p> <p>Bounce Social. WA Student Council Applications. Altitude Day on Mon 26th</p> <p>Y8s</p> <p>Colour Run Fundraiser – discussion on what charity to do it for, previous years has been the Ronald McDonald House.</p> <p>Y7s</p> <p>Social – Movie night in the PAC 6th June. Djeran Concert – Lower school ensembles, Fri 23rd 6-9.3pm. Uno competition in CORE.</p> <p>SRC</p> <p>Pursuing the Push Up Challenge – discuss in assemblies. Positive Recognition – definitions, house points & categories.</p>	
2.4	<p>P&C Report</p> <p>AT provided a thorough overview of matters discussed at the most recent P&C meeting.</p> <p>Building Fund Requests were discussed:</p> <ul style="list-style-type: none"> • PAC Storage for Drama & Dance: \$79,836.47 (inc. GST) • Shed – Performing Arts: \$43,219.00 (inc. GST) • P&C Contribution: \$50,000 towards building requests. Status: CARRIED <p>Other Items:</p> <ul style="list-style-type: none"> • Photo-electric Effect Machine: \$700.00 (Lauren Pascoe). Status: CARRIED • 30 x Table and Seating (all in one): \$39,000.00 (Rex Lilleyman). Status: CARRIED • Pickleball – Class Set of Rackets & 6 Portable Nets: \$3,332.50 (Jadon Gielingh). Status: REJECTED • CORE South West Camp: \$25,000.00 (Shane Basioli). Discussed benefits for learners and noted a significant increase in funding requested from 2024. Suggested contribution: \$20,000 towards camp fees. Status: CARRIED • Yr 11 & 12 Revision Workshops: \$30,000.00 (Ebony Morrison). Discussed support for 	

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	<p>ATAR students and providing subsidy. Suggested increase from last year's \$13,000 to \$20,000. Status: CARRIED</p> <ul style="list-style-type: none"> • CORE & House Rewards: \$5,000.00 (Student Services). Status: CARRIED • 10 x School Blazers: \$1,150.00 (Ebony Morrison). Status: CARRIED • Graduation Gowns: \$10,010.00 (Ebony Morrison). School responsible for storage and cleaning. Status: CARRIED • Graduation Sashes: \$9,653.00 (Ebony Morrison). Historically provided by P&C. Status: CARRIED <p>Other Suggestions Discussed for Spending:</p> <ul style="list-style-type: none"> • Drone Footage for Building Lobbying: \$500. Status: CARRIED • Paid Zoom Account: To allow members attending online to be present for the entire meeting. Status: CARRIED (if less than \$500). Action: Tammy Cooper to set up paid Zoom account. <p>Due to the significant amount of time involved in supporting the canteen, a suggestion was approved to create a canteen subcommittee. This subcommittee will allocate more time to explore viable changes and options for the canteen, such as vending machines and online ordering systems.</p>	
3.0	General Business	
3.1	<p>School Business Plan Review</p> <p>A School Board presentation containing draft refinements of the plan and data with feedback from parent survey will be prepared for the 21 August board meeting. The school board will be invited to provide input to the plan.</p>	<p>An update on school business plan is scheduled for 21 August.</p>
3.2	<p>Growth and Infrastructure Document Presented to Education Department Officials (March 2025)</p> <p>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.</p> <p>The Chair has met with Kim Giddens MLA to discuss the progress to date and the concerns that the School has provided back to the Department.</p> <p>Kim Giddens has agreed to raise issues with the Minister.</p> <p>Some key concerns are:</p> <ul style="list-style-type: none"> • The Department was notified of the change in enrolment rate in February 2019, pre-COVID. • Requests were made at that time to meet as the school was " already running at absolute capacity in terms of classrooms, staff offices, storage and car parking. It was then anticipated that we would run into additional real challenges over the next couple of years. • Six years later, there is no medium to long-term plan. • No plan has been provided to the school for the location of transportable classrooms (and other facilities) for 2026, 2027 and potentially 2028. • The project's scope is limited to providing accommodation for 2100 students. The school is likely to exceed this number before the project is completed and thus be immediately outdated. • All three potential building sites identified in plans by the Department will be used to 	<p>PL to meet with Kim Giddens to discuss school funding.</p>

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	<p>provide accommodation for 2100 students, meaning that no sites will be available for future needs (including transportable classrooms). Of particular concern is the proposed single-story building on the present site of the school pool.</p> <ul style="list-style-type: none"> • It makes no sense to build small on all identified sites. It makes sense to future-proof by building multiple levels • The timeline for the build (2027-28) means that the site restrictions will have a greater impact on all members of the school community. • The building and long-term assumptions that are driving the direction and design need to be challenged and tested. We need to influence the building design now so that it allows for expected population growth, else we will all be continuing these discussions for ongoing builds and solutions, which means ongoing community concerns for the next decade. 	
3.3	<p>Values based programs Lachlan Silberstein and Cassy Ludowyk provided an overview of the CORE program which is, in essence, a pastoral care program for the whole school. It aims to build a community at the school, addressing culture, wellbeing and careers using elements of PERMAH and VIA. It is supported by the Wellbeing Distillery, which is helping with staff training and parent engagement.</p>	
3.4	<p>Dress Code A new staff dress code was tabled and endorsed without amendment.</p>	
4.0	Wrap-up	
4.1	<p>Other Business</p> <ul style="list-style-type: none"> • DC recognised the excellent collaboration on display at a recent joint concert where the school worked alongside a university to deliver a superb performance. 	
4.2	<p>Actions Arising:</p> <ul style="list-style-type: none"> • Board members were invited to consider parent teacher interview options for next meeting. • PL to meet with the DDG to discuss school policies on out of area students. • An update on school business plan is scheduled for 21 August. • PL to meet with Kim Giddens to discuss school funding. 	
	Close	
	<ul style="list-style-type: none"> • The meeting was closed by AD at 7:05pm. 	

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Next Meeting		
Next Meeting: 5.30 pm, Thursday 26 June 2025.		
2025 Meeting Dates		
Term	Meeting #	Date
2	104	26 th June 2025
3	105	21 st August 2025
	106	18 th September 2025
4	107	23 rd October 2025 (open)
	108	27 th November 2025
		11 ^h December 2025

Signed (Chair)

Date:

BOARD REPORT NEWSLETTER CONTRIBUTIONS SCHEDULE 2025

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