

Term 2 Week 8

Governing Council Minutes/Agenda

(These minutes become the agenda for the next meeting plus additional items.)

Tuesday Week 8 – 16/06/2020

David Harriss - Principal

Susan Mlaco – Business Manager

Sandra Ledgard - Minutes

Sophie Pyromallis – Uniform Committee

Lauren De Bono – Student Voice

Peter Savvas – Teacher

Zoi Papafilopoulos – Local Member Rep

Brad Gould	Chairperson / Facilities
Helen Carroll-Welsh	Deputy Chair / Parent
Samantha Corns	Treasurer / Parent
Mark Zigoronikos	Secretary / Parent
Julie Busutill	Parent
Shazia Choudhry	Parent
Hilary Disley	Uniform / Parent
Sarah (Chan Yee Lai)	Parent
Tammy Markou	Parent
Mata Panagiotidis	Parent
Ferial Shabibi	Parent
Puja Uppal	Parent
Phoebe	Student Voice Rep
Jemma	Student Voice Rep

Minute No	Minute	Action
1	Welcome & Apologies	BG
1.8.1	Apologies - Hilary Disley, Sam Corns, Mark Zigoronikos, Peter Savvas, Puja (email late)	BG
1.8.2	Welcome	BG
2	Minutes Approved	
2.8.1	Moved: Helen Carroll-Welsh Seconded: Brad Gould Passed	SL
2.8.2	Adjustment(s) No	SL
3	Business Arising from previous Minutes	MZ
4	Correspondence	SL
4.8.1	SSAASPC Certificate of Affiliation, SAASSO brochures Petition to Parliament re Teachers Registration Board - circulate the petition check the date – (this date had expired before committee had time to view letter.)	
5	Reports	
5.8.1	Student Voice Report	
	DISCUSSED ROCK AWARD	
	Wednesday after school sport competition – to be encouraged for peers to participate	
	Badminton wk 6	
	Table tennis wk 7	
	Volleyball wk 8	
	Basketball wk 9	
	To be decided wk 10	
	ROCK award scoreboard	
	To be regularly updated and take down wk 5 term 3	
	CASUAL DAY FRIDAY 12TH OF JUNE	
	Theme was sports house colours	
	No gold coin donation to encourage participation	
	Every student who participated earned one point towards the ROCK award for their team	
	For every homegroup, the best dress student received 5 bonus points for their house	
	The results were:	
	Courage – 102	
	Resilience – 84	
	Optimism – 63	
	LIBRARY NEWSPAPER	
	Will have a student voice section – acknowledge what we are doing – keep peers updated	
	Is released every fortnight	
	Student will keep Ms Prisco updated with what's happening.	
	THANK YOU CARD	
	For the 40 laptops donated to the school	
	We acknowledge him for the effort he put in with a thank you card containing all student voice members signatures.	
	Going to send thank you cards to members of the community who donate large amounts to the second hand store	
	UNIFORM	
	Discussed the idea of school shifting to black pants instead of grey – we all agreed it was a good idea	
	Photos on the online store for uniform being the same for all the pants even though they are different pants	
	The price of the school tie being \$28 which seems like a lot since it has not been enforced to wear them all year, just for the graduation.	
	CORRIDOR	

With the renovations we have lost undercover seating where the outdoor locker are, where seats have been moved are impacted by rain and have nothing blocking wind.

Would like whole of STEM sharing areas to be open during winter or another indoor location

Need to reconsider the microwave year level schedule – a lot of year 12s are not at school on their day

Uniform Report –

1. Welcome
2. Present: Sophie Pyromallis (Convener), Rod del Nido (Staff), Hilary Disley (Parent Rep), Peter Savvas (Staff), Jane Roberts (SSO Rep), Josh Hilditch (Staff), Lauren De Bono (SVC), Cherine Moughne (Student)

Apologies:

3. 2020 Sales from Devon

- a. Sales for all uniform items

- April, \$2000 stock, rebate \$54
- March, \$2200, rebate \$62
- (Note: figures have been rounded)

4. Supply of Stock Issues

- a. Girls dress fabric is out of manufacture, and currently not be able to restock any more girls dresses:
 - i. Option 1, Devon to manufacture fabric to match our current colour and pattern – consequently, production of girls dress will not be available until 2021
 - ii. Option 2, different fabric can be sourced from a alternative manufacturer, this will mean that the production of school dress can have a 4-6 week turnaround
- **Option 1:** The Uninform Committee support Devon to manufacture the fabric which will match our current colour for the girls dress (the alternative colour is not a good match to our current stock)
- Work with Devon to ensure that stock will be ready to go for 2021
- If this is the preferred option UHS need to make a commitment that we will have 3-4 years of fabric stock
- This was taken to the Governing Council who wanted to know what the cost would be if we were not to continue with Devon Contract.
 - Fabric: 360m @ \$19.00 +GST p/m = \$6840
- Price drop from \$87 to \$73, because Devon will be the manufacturers of the fabric (no third party)
- Student Voice prefer that we remain with the current colour/pattern for the school dress
- Maintaining the current colour and pattern will eliminate the transition stage of incorporating a new colour/pattern (albeit minor)
- **PUT FORWARD TO THE GOVERNING COUNCIL**

GC - Sophie Pyromallis moved that we ask Devon to manufacture the fabric for girls dress, until 2021. (refer Option 1 in uniform minutes)

Moved: Sarah Second: Brad Gould All in favour Passed

- **With added information we would like to move Option 1 again to the GC.**
 - b. Uniform Stock
 - Out of stock only in sizes 14 & 16, girls dress, approximately 40 dresses in an assortment of other sizes.
 - Enough Fabric to fulfil current customer orders as well as place a few of each of the 2 sizes in stock.
 - After that, the current Fabric stock will be completed depleted. There are a lot of different options for students to purchase if Option 2 is supported by Governing Council. Uniform items available are:
 - Larger/smaller dress sizes
 - Skirt and top
 - Pants
 - Current stock shortages, a result of Covid-19, at this stage:
 - Zip Jacket (as you mentioned)
 - Grey sport shorts
 - Ladies Charcoal Pants
 - Long Sleeved Shirts
 - Due dates for the items not available, possibly arriving early June.
 - Devon will keep us updated as more info comes in.
 - Some reasons included shipment delays from overseas, however, also local suppliers and manufacturers temporarily shutting down their doors.
 - Parents can attend the Edwardstown Head Office to try on and purchase uniform:
 - 84 Daws Road, Edwardstown
 - Monday, 9-5, Saturday, 10-1, this was advertised on the school website, facebook, daymap
 - c. Online orders
 - Families like the option to come to school and try the uniform, even with the waits that may occur at the beginning of the year, and were not taking up the option of online orders
 - Due to Covid-19 restrictions online orders have increased
 - Enticing customers with free delivery in March and April

- Parents/caregivers have 3 options available to them for orders placed online:
- Deliver to school front office, allow 7 business days (NO delivery fee)
- Collect from Edwardstown, 84 Daws Road, allow 3 business days (NO delivery fee)
- Deliver to personal address, allow 5 business days (delivery fee \$9.95 orders under \$200 and NO delivery fee for orders over \$200)
- Credit card is required to order online, and this has been a barrier for many families who do not have a credit card

5. Extension of Contract

- Devon's contract expires in July 2020
 - We are able to extend Devon's contract for 12 months, if desirable
- Uniform Committee supported to extend contract for another 1 year from the March Meeting
 - **GC HAVE APPROVED THE MOTION TO EXTEND THE CONTRACT FOR ANOTHER YEAR**
 - The Department have finalized the extension of contract on 26 March. Emailed to Susan Mlaco by Jason Paiva.

6. AOB

- Football Academy – Black Track Pants + logo**
- Football Manager would like to put forward track pants as part of the Football Uniform (style and design presented to committee)
 - Should include the logo
 - On right side pocket, adjacent to the Nike tick
 - Uniform Committee approved
 - Track suit pants to be worn as part of the uniform for every day.
 - Not supported by the uniform committee
 - Discussed that it would be difficult for teachers to track and monitor
 - Cost between \$45-\$55, logo or no logo
 - Track pants must have logo
 - To be worn only by Football students during lesson time only
 - If track pants are worn by students during school day, and PE staff will ensure students are changing after lesson
 - **GC WILL NEED TO APPROVE THIS CHANGE IN UNIFORM POLICY**

GC - Sophie put a motion forward to approve the black (football) track pants, be part of the Football uniform, includes logo. This will be ordered through the Football Academy. They are not part of Devon.

Move: Helen Seconded: Mata All in favour Passed

- Investigate black school pants, with Devon, and uniform committee**
- Uniform Committee approved that we should investigate this option for our school with Devon
 - Black work style pants are easier to purchase from commercial shops
 - Black is black, very little variation such as grey/charcoal
 - Devon have been contacted and will supply samples to the school as soon as possible

GC - Sophie moved that black work style pants become the standard colour for the uniform bottoms. There will need to be a 3 year phase out period of the grey pants. The uniform shop will be able to supply samples of the boys black pants and shorts.

Move: Sophie Seconded: Helen all in favour Passed

- Need to make sure it's not jeans and the type (only black work style pants)
 - PE uniform – plain black leggings under sport short or plain black track pants (unavailable from Devon)**
- Uniform Committee supporting both these motions
 - Reword uniform policy, to add black stockings or leggings under shorts (traditionally worn by males) to be consistent with the non gender vision of our Uniform Policy**
- Supported by the uniform committee
 - Blue in the uniform**
- The uniform committee do not support further investigation of navy as it this is not reflected in the school logo
- It is not Underdale, committee feel that UHS uniform is unique from other surrounding schools
- Too many variations of navy are possible, making it very difficult to manage
- Committee do not support this as a variation to the school uniform

GC - Bringing blue into the school uniform – a general discussion - add to uniform when year 7's come on board.

It was the general consensus that blue was not supported as an additional colour to the uniform. Ties – discussion on school policy, having student voice behind it, maybe have it as part of the year 12 school fees, canvas the students.

The school policy clearly writes that Senior School students need to be wearing a school tie. What other strategies can be put in place to ensure that this is being enforced.

- Uniform Expectations**
- One way is to have a stock of uniforms for students to change

- We discussed that there are work health safety reasons with this and that this was not a good strategy
 - A better strategy is to ensure that all students are followed up by home group teacher
 - Lengthy discussions about HG teachers to follow the uniform policy
 - This will be reinforced in year level meetings for HG teachers to wear school uniform
 - Governing Council have reinforced the importance that staff are consistent with the application of uniform expectations.
- 5.8.2.1 Bringing blue into the school uniform – a general discussion - add to uniform when year 7's come on board.
It was the general consensus that blue was not supported as an additional colour to the uniform.
Ties – discussion on school policy, having student voice behind it, maybe have it as part of the year 12 school fees, canvas the students.
The school policy clearly writes that Senior School students need to be wearing a school tie. What other strategies can be put in place to ensure that this is being enforced.
- 5.8.2.2 Sophie Pyromallis moved that we ask Devon to manufacture the fabric for girls dress, until 2021. (refer Option 1 in uniform minutes)
- 5.8.2.3 **Moved: Sarah Second: Brad Gould All in favour Passed**
Sophie put a motion forward to approve the black (football) track pants, be part of the Football uniform, includes logo. This will be ordered through the Football Academy. They are not part of Devon.
- 5.8.2.4 **Move: Helen Seconded: Mata All in favour Passed**
Sophie moved that black work style pants become the standard colour for the uniform bottoms. There will need to be a 3 year phase out period of the grey pants. The uniform shop will be able to supply samples of the boys black pants and shorts.
Move: Sophie Seconded: Helen all in favour Passed
Need to make sure it's not jeans and the type (only black work style pants)
- 5.8.3 **Finance Report – Presented by Susan Mlaco** SM
"Our Resources Plan" from Susan for approval by GC.
Move: Brad Seconded: Helen all in favour Passed
The following reports for the month ending May 2020 were tabled and discussed:
 - EDSAS Governing Council Report
 - Profit and Loss statement
 - Balance Sheet
 The unfavourable variance of \$20,041.59 against budget is mainly attributed to our salaries cost for May over budget.
- 5.8.4 **Facilities Report** SM
Some problems with heating, a gas leak and it is getting looked into by workman, every winter look at a few trees to remove branches etc before summer

6	Principals Report	DH
6.8.1	<p>COVID-19 Update – some things that may be possible should things keep going the way they are:</p> <ul style="list-style-type: none"> • Canberra trip • Assemblies • Year 12 Graduation and Formal • Sport program 2nd Semester <p>External School Review</p> <ul style="list-style-type: none"> • Week 4 Term 3 • Requires input from Governing Council and Parents in general. • Need to confirm who would be interested and available to be a part of the planning and implementation team. Initial planning would need to start soon and would ramp up early next term. <p>Planning for 2021 + who is interested in helping setup for the review Brad, Helen, Ferial</p> <ul style="list-style-type: none"> • Staffing – teachers and seeking more “Middle School” experts to help cater for Year 7's • Leadership – seeking a Year Level Leader for Year 7's that will help in preparations for Year 7's coming on board and managing their successful introduction to Secondary Education. Panel is in progress currently. • School structure – investigating other lesson/timetable structures that better supports student learning, particularly for Middle School students (Years 7 to 9). • Curriculum – ensuring the Middle School curriculum reflects the Australian Curriculum and there is continuity in learning. • Building and infrastructure (including ICT) is flexible and able to support the whole school. <p>Building Works</p> <ul style="list-style-type: none"> • Begins in earnest late this term with the demolition of music and the weights rooms, and Creative Arts centre begins building. • Bigger impact towards the end of Term 3 with the renovation of building “2A” – Courage (Science) and Knowledge (Upstairs) corridors. • Exploring holding Year 12 exams at Thebarton Senior College to avoid all possible interruptions – TSC very co-operative. Need to work through this with the Year 12's who will be effected. <p>School Improvement Plan progress – document will be attached to minutes.</p>	

Pupil Free Day change of date:

- From Monday 7th September, Week 8 term 3 – WASSN cancelled due to COVID-19 concerns.
- Moved to Wednesday 9th December, Week 9 Term 4
- Allows an extra day of lesson time for Senior Students
- Allows Learning Areas time to study the Australian Curriculum documents DfE will be releasing in Term 3 and finalise curriculum plans and documentation for 2021.

6.8.2 Building Works

A general discussion was discussed.

7 AOB	
7.8.1	Site Improvement Progress
7.8.2	Pupil Free Day – Change of date term 4 Wednesday week 9 David Harriss proposed that Governing Council accept the change of date for the pupil free day Term 4 Week 9 2020 Moved: Brad Secoded: Mata All in favour Passed
7.8.3	Brad Gould received an email from a parent interstate, that couldn't get teachers to respond to her emails and the communication with teachers, Brad responded to her email and CC David in his response. Some issues need to fix a few things around IT.
7.8.4	Brad inquired about Parent/Teacher interviews - maybe able to have later next term, unsure at this stage. Have a staff member updating website, etc keeping our promotions up to date.
Next Meeting Close	Tuesday 4th August 6:00pm 7:35pm

2020 Quality School Improvement Planning & Governing Council Reporting Tool
Improve Practice & Monitor Impact – Steps 4 - 5
 Site Name: Underdale High School Flinders Park 2 Portfolio
 Principal: David Harriss

Goal One Increase student progress and achievement in reading	Targets At least 3% of Year 8 th students in the low and middle bands move into the middle and high bands respectively compared to their prior PAT-R results. For the Year 8 cohort the average increase in PAT-R scaled score is greater than 3 (Average increase) (KTS) students improve their PAT-R band. (As identified by Individual Teachers for their classes.) *2020 Yr 8, 2021 Yr 10 AB ED – identify one (1) strand to concentrate on. Caveat individual and cohorts of student will progress in their learning over time at or above the expected levels	Challenge of Practice If we adopt a common and consistent approach to targeted integrated reading and writing strategies across all classrooms and develop thought processes around specific skills and language, then we will increase student progress and achievement in reading		
Success Criteria Students can: 1. articulate what they are learning and why use critical literacy to determine credibility/ reliability and currency of texts	generalise their text knowledge for application in reading and writing tasks	synthesise information from a variety of moderately complex texts to create new texts	use a range of reading strategies to make inferences	use TEEL as an approach to identifying main ideas when reading a difficult/complex text
Planned Actions What is your high impact pedagogical lever? Teachers can Leaders can	Progress T1 T2 T3 T4 1 2 3 4	Implementation Notes (Note for all: Cycle interrupted by COVID-19 and Remote Learning preparation and implementation.)	Impact Are we improving student learning? Review growth & achievement data Evidence of your actions on student learning Students can/will ... (success criteria)	Next Steps What have we learned? Refine actions? Or identify next steps
1 Leaders can: 1. lead learning teams using the De Four model focusing on a specific criteria/pedagogy as a focus for the inquiry cycle	● ●	PLT's have used the cycle well, more structure than in the past.	Non-English/EAL classes have also re-engaged with TEEL.	Re-visit success criteria with LA Leaders. Leaders to re-establish focus on the success criteria.
2 Leaders and teachers can: 2. engage with data and monitor student learning to determine where to next for individuals, groups and the class and evaluate professional practice in line with SIP 3. observe and give quality feedback to peers on formative practice	● ● ● ●	Data collection and analysis needs more work. Data Manager new to role (previous Data Manager had all processes well organised). Data Wall unavailable. Training done, some immediate uptake then stalled.	Need to revisit Data when it is available. Staff need to identify the progress data better, answer the "How well we know we have been successful?" question more readily.	PD on Reading Strategies to be used in specific LAs Education Perfect Data to be analysed Inservice new staff in Tactical Teaching Reading.
3 Teachers can: 4. use learning design to develop effective units of work aligned to curriculum for all students 5. use a range of explicit reading strategies to develop reading across all subjects 6. use a range of formative feedback strategies to gauge student understanding and to inform the teaching and learning cycle 7. provide individual students appropriate entry points to learning 8. provide a safe learning environment for risk taking	● ● ● ● ● ● ● ●	Needs more discussion with LA Leaders. Done the training, yet to get feedback. Focus for end of Term 2. Positive feedback through PLTs Through Wellbeing program.	Designed Remote Learning programs for the Middle School in collaborative teams, focus on Literacy and Numeracy and backwards planning. PLT focus: • Explicitly teaching Vocabulary for Intensive Literacy • Reading Aloud	
4 English teachers can: 9. use explicit reading strategies to develop inferring across a range of texts. 10. explicitly teach the TEEL structure	● ● ● ●	This is well established in all English/EAL classes.		

● Progressing and on track
 ● Needs attention
 ● Not on track yet