



JAMES COOK BOYS TECHNOLOGY HIGH SCHOOL

Parents and Citizens Annual General Meeting

DATE: Wednesday 24 February 2021
VENUE: JCBTHS Administration Building, Common Room
MEETING OPEN: 6.15 pm
MEETING CLOSE: 8.05 pm
CHAIR: Irene Omeros
MINUTES: Kelly Stone

PRESENT: Mark Marciniak (Principal), Jim Mallios (Deputy Principal), Peter Omeros, Irene Omeros, Kelly Stone, Diane Mouhanna, Randa Ghazi, Eva Spatenkova, Vicki Spencer, Sam Masri, Belinda Hoday, Tracy Everson, Helen Gray, Mary Jordan, Bevan Johnston, Yulia Grishina

APOLOGIES: Vicky Roussos, Sophie Norved

WELCOME TO 2021 ANNUAL GENERAL MEETING

PREVIOUS MINUTES accepted by Peter Omeros, seconded by Kelly Stone

PRESIDENT'S REPORT: Nil, absent

SECRETARY'S REPORT: Nil

TREASURER'S REPORT:

- Audited Financial Statements prepared by Costas Petrides, Chartered Accountant, for the year ended 31 December 2020 presented. Reviewed by Vicki Spencer and accepted. Financial Statements approved, accepted and signed off by office bearers, Kelly Stone (Secretary) and Irene Omeros (Treasurer).
- Current bank balance is \$5,608.37

ELECTION OF OFFICE BEARERS:

All positions declared vacant. Nominations received and office bearers elected. Congratulations to the new executive committee for 2021:

- **President:** Irene Omeros - nominated and accepted
- **Vice President:** No nominations received (casual vacancy)
- **Treasurer:** Peter Omeros - nominated and accepted
- **Secretary:** Kelly Stone - nominated and accepted

MEMBERS AND COLLECTION OF MEMBERSHIP FEES:

Members' names and contact details recorded in the 2021 Members Register and each member paid a membership fee of \$1.00. Receipts issued

APPOINTMENT OF AUDITOR:

RESOLVED to re-engage the existing auditor, Costas Petrides, for the auditing of the accounts for the year ending 31 December 2021 at a fee of \$350.

BANK AUTHORITIES & SIGNATORIES:

RESOLVED to make the following changes in respect of the Westpac Banking Corporation Main Operating Account BSB 032-158 Account No. 297 779:

- Remove Vakina-Vicky Roussos (also known as Vicky Roussos) as Administrator and as a Signatory
- Appoint Peter Omeros (Treasurer) as a Signatory
- Irene Omeros (President) to remain as Administrator and as a Signatory
- Kelly Stone (Secretary) to remain as a Signatory

CONCLUSION of Annual General Meeting at 6.24 pm

GENERAL MEETING**BUSINESS ARISING FROM PREVIOUS MINUTES:**

- Confirmed finalisation of payment of donation to the School for 2020 Presentation Day Prizes
- Confirmation that P&C Association's ABN Registration has been updated to remove Margaret Paraskevopoulos as the Associate. Irene Omeros was appointed as the new Associate. The updated ABR Register printout was sighted by Kelly Stone (Secretary).
- Confirmed that an application to register the P&C Association as a Charity with the Australian Charities and Not-for-Profits Commission ("ACNC") to avoid income tax liability (as all income received is taxable), has been lodged. The ACNC has advised that the application will shortly be assigned to an analyst for determination.

GUEST SPEAKER: Nil

PRINCIPALS REPORT:

Agenda Items

- New teachers
- New DoE model
- Covid funding
- New School Plan (SIP)

New Teachers to JCBTHS

Dominic McGeary	– Maths	(permanent appointment)
Christina Papadopolous	– English	(permanent appointment)
Nick Cato	– English	(Temp contract)
Rianne Mehdi	- English	(Temp contract)
Kate Alison	– HSIE (rel)	(Temp contract)
Zeinab Mustapha	– HSIE	(Temp contract)
Liam McConaghy	– PDHPE/TAS	(Temp contract)
Daniel Van Ruth	– CAPA – Music	(Temp contract)
Tim Welfare	– CAPA – V.Arts (Rel)	(Temp contract)

Kate Zhuang	– Science	(Temp contract)
Heba Eloss	– Support/L.S (Rel)	(Temp contract)
Suzanne Johns	- English	(Temp Contract)

Currently positions to be advertised to filled in Term 1, English Classroom position and General assistant position. Vicky Roussos has kindly volunteered to be the parent representative on these panels. Future discussion will need to occur to seek volunteers from the P&C who would also like to participate in being part of merit employment panels.

DoE new School Success Model

The School Success Model builds on existing foundations – particularly the School Excellence Framework and the Strategic Improvement Plan. The School Success Model balances stronger support for schools to make evidence-based decisions with clearer responsibilities for performance targets.

The School Success Model delivers:

- evidence-based guidance on effective practice that improves student outcomes
- more support for schools that need it the most
- less administrative burden
- stronger and clearer responsibilities for schools and the system
- recognition and the scaling of practice of our most successful schools.
- **We're all responsible**
- The School Success Model is clear that everyone in Education is responsible for improving student outcomes – school leaders, teachers, support staff and the system more broadly.
- Our schools are responsible for improving student outcomes and have signed up for ambitious student performance targets. The School Success Model outlines support for schools to achieve their targets, as well as the responsibilities of everyone across our system.
- Just as there are targets for schools to achieve, there will be ambitious targets for the system to achieve to reduce administrative burden and ensure it provides evidence-based support, guidance and direction to lift school and student performance.

COVID Intense Learning Support Program ILSP

Toward the end of 2020 all schools that met the criteria were provided with COVID ILSP funds to assist any students that have been identified as being disadvantaged in their learning progress due to the disruption caused by COVID in 2020. JCBTHS received \$139,000 to expend in 2021 to support identified students. Planning measures have been implemented to employ attentional teachers to work with identified students in small withdrawal groups. Student data will be collected and analysed to ensure that student learning is continuing to improve under the guidance of the teachers facilitating the program. The expenditure and student improvement will need to be accounted for at the conclusion of 2021.

Evaluating JCBTHS performance and planning for the future

During 2020 JCBTHS participated in its second External School Validation (EV). In 2015 JCBTHS participated in a trial EV. The school EV process was successfully validated by the panel. After the EV process we continued to thoroughly investigate and analyse student performance data over the last 5 to 10 to support the School's Situational Analysis. The document used school data (internal and external) and evidence to identify learning areas where the school was having success and also where the school needed to make adjustments to improve teacher practice and school systems to support improving student learning.

Situational Analysis

What are doing well?

Good improvement in NAPLAN reading and expected student growth.

Why do you think we are having success in the areas where the school is achieving positive growth?

Consistent approach in teaching Literacy

Where are the areas for academic improvement?

Writing, further growth in Numeracy and HSC

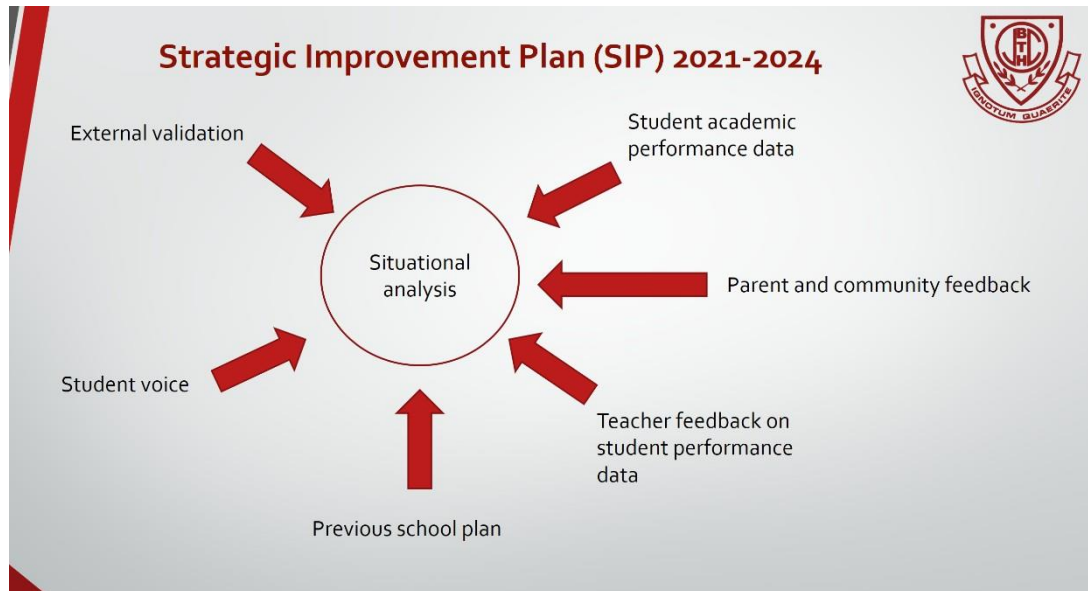
What do you believe are the possible reasons for why student academic results are not at the same level as SSSG and the State?

Lack of teacher consistency, teaching and learning programs and assessment,

Formative assessment of teacher impact, feedback, use of data.

(External data performance was displayed to parents and discussion occurred about current and future student performance targets)

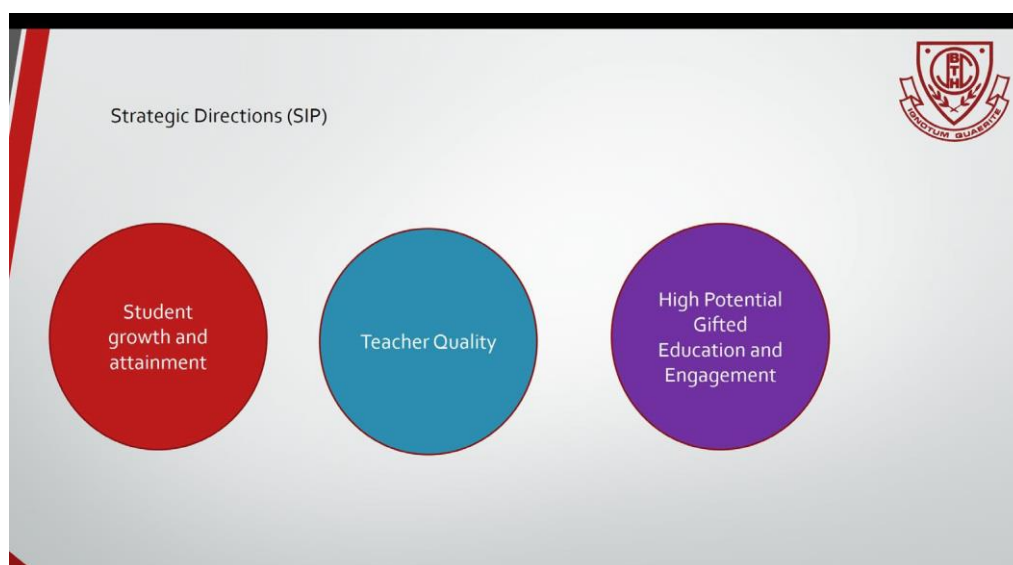
The information collected from the Situational Analysis provided the guidance to start the development of the new school Strategic Improvement Plan (SIP). The new plan will run for a length of four years compared to the previous three. During the fourth year of the SIP JCBTHS will undertake its EV process. At the conclusion of 2021 to 2024 SIP JCBTHS will have ten years of consecutive school planning that has evolved from our original 2015 School Plan.



The School Excellence Framework, Australian Professional Standards for Teachers, CESE What Works Best Documents will guide the evidenced based research for ongoing school improvement.

Over the previous five weeks the

Executive Teachers have been working on formulating the three Strategic Directions that will form our SIP 2021 to 2024. On the School Development Day 2021 we discussed the findings that were compiled in the Situational Analysis to obtain teacher feedback on the direction that the school was headed in the development of the SIP. After teacher consultation and supported by the Student Focus Groups that were facilitated last year the three Strategic Directions; Student Growth and Attainment (Centrally identified direction that has been set for all schools by the department). Teacher Quality and High Potential Gifted Education and Engagement have been identified as the other two.



Within each Strategic Direction two to three major initiatives have been developed to achieve the purpose for each direction. The major initiatives underpinning JCBTHS improvement measures are: Student Growth and Attainment is a whole school focus on Literacy, Numeracy (Premiers Priority) and well as HSC improvement.

This direction will be supported by SD 2, Teacher Quality that will be driven by the upskilling of all Faculty Head Teachers to improve their teaching practice to be Instructional Leaders to lead the explicit teaching of literacy (reading, writing) through our Reading to Learn program. This will aid in supporting their teachers through ongoing professional learning to constantly improve student learning outcomes in literacy. This will also be supported in Head Teachers undergoing high level support and professional development for them to become Leaders across the school and their faculties to implement evidenced based teacher reforms to improve teacher practice through the initiative "From managing to leading".

The initiatives in HPGE and engagement, personalised learning for every student and Engagement and Student Success will be a new direction that JCBTHS will be endeavour take to challenge teachers and students to identify their own learning goals and to be provided the opportunity to flourish in their skills and talents.

DEPUTY PRINCIPAL'S REPORT:

- Assessment Grid is on the School website. A PDF of the Assessment Grid is also being sent out by email.
- Bring your device has set up. Teachers are recording students with laptops at each lesson to help address any difficulties. Parents of students who are not bringing in their laptops will be contacted to advise the requirement that their son must bring their laptop to school each day fully charged.
- Progressive Achievement Testing ("PAT") to help identify students not showing enough growth. Areas of concern where further learning is required can be covered by part of the Covid funding received by the School.
- A garden bed(s) are proposed to be constructed. If a grant cannot be obtained for this purpose then the School will consider funding this project.

CORRESPONDENCE: Nil

GENERAL / NEW BUSINESS ARISING:

- Payment of Auditor's Tax Invoice for fees in the amount of \$350 for the accounts prepared for the year ended 31 December 2020 approved. Kelly Stone (Secretary) sighted Tax Invoice of Costas Petrides. Online payment for Auditor's fees set up by Irene Omeros and Kelly Stone will approve online payment.
- Discussed that the P&C Association is proposing to apply for a Community Grant this year. A discussion was held as to how the funds could be best utilised. It was reported that the students are currently lining up in large queues at one tap to refill water bottles. Better facilities are in high demand and required. The committee and attendees of the meeting were in favour of applying for a Community Grant for a water fountain / refillable water bottle station. It would be an advantage to have several refillable water bottle stations in different locations in the School. Potential Grant sources include RSL, Bayside Council, St George Dragons, Sydney Water. Helen Gray will source some Community Grants and provide information.
- The Principal advised that the Department of Education has co-funded the project for the installation of a new school driveway gate.
- An application for a Government Grant for lighting on the football field is being considered.

NEXT MEETINGS FOR THE 2021 YEAR SCHEDULED AS FOLLOWS:

- Tuesday 11 May 2021 at 5.30 pm
- Wednesday 4 August 2021 at 5.30 pm
- Tuesday 26 October 2021 at 5.30 pm
- Wednesday 24 November 2021 at 5.30 pm