



# The Gap State High School Council MINUTES

**Date/Time:** Monday, 10 August 2020, 5:45pm  
**Location:** School Library  
**Attendees:** Chair – Kirsten Lightfoot  
 Anne McLauchlan – Principal  
 Carolyn Spears – Deputy Principal  
 Leigh Passfield - P&C President  
 Steven Bennett , Kim Setterlund, Nicole Hale - Staff members  
 Joanne Allen-Keeling, Tim Wark - Parent members  
 Daniel Quill, Lola Archibald - Year 11 student members  
 Alan Jones – A/Deputy Regional Director – Metropolitan Region, Qld Dep Ed

**Apologies:** None  
**Secretariat:** Tim Wark (elected during meeting)

Agenda Item	Minutes	Action	Paper circulated
<b>1. Meeting Opening</b> 1.1. Welcome 1.2. Apologies 1.3. Secretariat nominations & voting 1.4. Previous Minutes 1.4.1. Confirmation 1.4.2. Matters arising/Action List	1.1 Chair opened the meeting 1.2 No apologies 1.3 Tim Wark was elected unopposed 1.4 Previous Minutes: Some brief discussion was held around ways the previous minutes could be potentially improved to capture further points from the previous meeting, however a consensus was not arrived at during the meeting or from written feedback provided after the meeting around an improved version.  Noting this, the Chair will use the upcoming discussion around the role of Council to provide better clarity on priority topics for future meetings.  Motion to accept by Joanne, seconded by Leigh.	Noting / Discussion	
<b>2. Matters for Discussion</b> 2.1. Principal’s Report 2.2. Other matters for discussion 2.2.1. New draft student code of conduct policy 2.2.2. School opinion survey 2.2.3. Role of School Council	2.1 Principal’s Report: Report was provided prior to meeting. Lifting focus of report to the bigger, strategic level. Key points highlighted: <ul style="list-style-type: none"> <li>• Summary of four year strategic plan</li> <li>• Explicit Improvement Agenda: Challenges without usual full data sets (no NAPLAN or full SOS)</li> <li>• 2020 is the 3<sup>rd</sup> year of four year strategic plan</li> </ul>	Discussion	Principal’s report  Draft student code of conduct 2020-2023 (including SOS results)





	<ul style="list-style-type: none"> <li>Principal noted that we have a very active and engaged community of parents</li> </ul> <p>2.2.3 Role of school council</p> <ul style="list-style-type: none"> <li>Was agreed that this should be discussed further within an ideas working group</li> </ul>	Chair to send out meeting invite to council members for ideas working group on council role	
<p><b>3. Governance</b></p> <p>3.1. Agenda items for future meetings</p> <p>3.2. Review actions to be taken</p>	<p>3.1 Future agenda items to be discussed within ideas working group as per item 2.2.3</p> <p>3.2 Bringing together a working group for discussing the school council role was the key action</p>	Discussion	
<p><b>4. Meeting Close</b></p> <p>4.1. Evaluation of meeting</p> <p>4.2. Next meeting</p>	<p>4.1 No formal evaluation was had. Meeting finished on time at 7:00pm for start of P&amp;C meeting.</p> <p>4.2 Next meeting is Mon 2 November at 5:45pm in School Library.</p>	Noting	