



The Gap State High School Council

MINUTES

Date/Time: Wednesday, 19 May 2021, 6:30pm
Location: School Library
Attendees: Tim Wark – Chair
 Anne McLauchlan - Principal
 Leigh Passfield - P&C President
 Monique McMullen - Staff member
 Tim Wark, Joanne Allen-Keeling - Parent members
 Katie Hunter, Joshua Ho - Year 11 student members

Apologies: Richard James, Kim Setterlund, Nicole Hale
Secretariat: Joanne Allen-Keeling

Agenda Item	Minutes	Action	Paper circulated
1. Meeting Opening 1.1. Welcome 1.2. Acknowledgment of Country 1.3. Apologies 1.4. Previous Minutes 1.4.1. Confirmation 1.4.2. Matters arising/Action List	1.1 Chair opened the meeting 1.2 Acknowledgement of Country by Chair 1.3 Apologies from Richard James, Kim Setterlund and Nicole Hale. 1.4 Previous Minutes: 1.4.1 Confirmation of previous minutes by Secretariat. Motion to accept by Monique, seconded by Leigh. 1.4.2 Matters arising – focus project, to be discussed later in the agenda.	Noting / Discussion	Minutes from 24/2/21
2. Matters for Discussion 2.1. Principal’s Report 2.2. Potential formation of our own Council Handbook / scope of Council role 2.3. Future focus project	2.1 Principal’s Report: <ul style="list-style-type: none"> • Presentation on the school Wellbeing Framework • Key messages from Dept of Education that every student succeeding means that all students should be able to access world-class education, child and student needs are our focus, and that we talk about success. • The school applies an equity approach to student wellbeing - if a young person has identified needs and needs more support then they will receive it. All students receive universal access to wellbeing services (connect, stymie, camps etc) and more intensive support is provided to students who need it. The success of this also relies on parents communicating these needs to the school. • Students and staff are surveyed every week with KPI’s, and the trends are mapped over time. Dips in the trends for students tend to correlate to assessment time. 	Discussion	Principal’s report + BSHS School Council Handbook Focus project discussion paper

	<p>2.2 Potential formation of our own Council Handbook / scope of Council role:</p> <ul style="list-style-type: none"> • Handbook from Brisbane State High tabled • School Council agreed that it would be good to aim for The Gap State High version by the start of 2022. <p>2.3 Future focus project</p> <ul style="list-style-type: none"> • Wellbeing focus project discussion paper tabled. • Council input into the new strategic plan will also be required this year. Wellbeing is a third of the work in the strategic plan. • No other significant focus areas identified by the council. • Joshua tabled a student led initiative – Period plan • Discussion around what the council can do to amplify the school’s wellbeing framework and encourage more student led initiatives. Ideas floated: <ul style="list-style-type: none"> ○ ‘Shark tank’ idea for student ideas ○ Use of Apps to find out from students what would make a difference to their wellbeing? ○ Build on a sense of community between parents, teachers and students ○ Social and engagement events like Mother’s day lunch, Meet the teacher etc ○ 13 July – parent information night for Yr 11 parents with Headspace. Topic includes - how to support your teenager and their mental health. • Working group to be considered next meeting and could include parent/s, student/s, teacher rep from the wellbeing team (via Matt Smith), P&C rep (via Leigh) 	<p>Draft Council handbook framework to be developed by Tim</p> <p>Anne to ask Jerome to set up an email group for us to share information and consider other options for collaboration</p> <p>Jo and Tim to send Anne potential dates for a breakfast meeting with Matt Smith and Carolyn Spears re school wellbeing team</p>	
<p>3. Governance</p> <p>3.1. Future members for council</p> <p>3.2. Business-as-usual (BAU) focus of future quarterly meetings vs activities happening outside</p>	<p>3.1 Future members for council:</p> <ul style="list-style-type: none"> • Parent rep vacancy – noting this. Council to identify capabilities required moving forward. <p>3.2 Business-as-usual (BAU) focus of future quarterly meetings vs activities happening outside:</p> <ul style="list-style-type: none"> • Handbook will inform BAU 		
<p>4. Meeting Close</p> <p>4.1 Any other business</p> <p>4.2 Review of actions</p> <p>4.3 Next meeting</p>	<p>4.1 Any other business: nil</p> <p>4.2 Review of actions:</p> <ul style="list-style-type: none"> • Tim to draft Council Handbook Framework 		



	<ul style="list-style-type: none">• Jo and Tim to send Anne potential dates for a breakfast meeting with Matt Smith and Carolyn Spears re school wellbeing team <p>4.3 Next meeting – Wed 18th August (updated to one week after Ekka holiday)</p>		
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