



DUNCRAIG SENIOR HIGH SCHOOL PARENTS AND CITIZENS' ASSOCIATION INC

MINUTES OF ANNUAL GENERAL MEETING WEDNESDAY 20 February 2019

MEMBERS PRESENT: Sally Clements, Diane Hawkins, Leanne Brown, Rob Fairholme, Mark Hill, Vilko Poznovia, Nicole Baker, Steve Spice, John Millen, Christine Reger, Tamsyn Howard, Charmaine Hutton, Charmaine Webb, Jill Naylor, Enrica Halden, Luke Halden, Rehana Khan, Robyn Camilleri

APOLOGIES: Susan Harbers, Belinda Kretsner, Brendan Everett, Yvonne Atkinson

1. MEETING OPEN AND WELCOME: 7. 03pm

2. MINUTES OF LAST MEETINGS:

Motion: That the minutes of the General Meeting of the Duncraig Senior High School P&C held on 7 November 2018, and the minutes of the Executive Meetings of the Duncraig Senior High School P&C held on 4 December 2018 and 6 February 2019 have be taken as read and confirmed as a true and accurate record. **Carried Charmaine W, seconded Vilko P**

3. BUSINESS ARISING FROM PREVIOUS MINUTES:

Nil

4. CORRESPONDENCE:

4.1 Correspondence In:

CGU Employers' Indemnity Insurance (4)
ANZ Statement (3)
WACSSO P&C Voice (2)
Padbury Primary payment
Gov of WA WWC check
SGIO Business insurance (2)
Campbell's

Items in received

4.2 Correspondence Out: Nil

5. REPORTS:

5.1 Principal DSHS *Attachment A*

Report Accepted John M and Rob F

5.2 P & C President *Attachment B*

Report Accepted Rehana K and Leanne B

5.3 P & C Treasurer

Verbal Report. Waiting on completion of Annual audit. Will present at general meeting following receipt of audit. Increasing canteen insurance this year.

Report Accepted Charmaine W and Tamsyn H



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6. ELECTIONS:

6.1 Office Bearers

President: Rob Fairholme - Seconded Tamsyn H

Vice President: Vilko Poznovia- Seconded Rehana K

Secretary: Sally Clements - Seconded Tamsyn H

Treasurer: Diane Hawkins- Seconded John M

6.2 Executive Committee

Rehana Khan - Seconded Rob F

Tamsyn Howard - Seconded John M

Charmaine Webb - Seconded Rehana K

John Millen - Seconded Sally C

Leanne Brown - Seconded Diane H

Enrica Halden - Seconded Charmaine W

7. APPOINTMENTS:

7.1 Appointment of Honorary Auditor

John Collins

7.2 Delegate to WACSSO conference

Rob Fairholme

7.3 Canteen Liaison Officer

Not required

7.4 Entertainment Books co ordinator

Charmaine Webb

7.5 Additional signatory

Not required

8. GENERAL BUSINESS:

8.1 Healthy Food & Drink Policy

The P&C endorses this document.

9. CLOSE OF MEETING: 7.33pm

10. NEXT MEETING: 20 March 2019

ATTACHMENT A



DUNCRAIG SENIOR HIGH SCHOOL

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AGM P&C FEBRUARY 2019

PRINCIPAL'S REPORT FOR 2018

It is with pleasure and pride that I present the P&C Principal's Report for the year 2018.

At Duncraig our targets for our Business Plan are developed and reviewed annually. The academic targets are around Achievement and Engagement.

Our teachers are committed to engaging our students with new and exciting programs shared through our AIC@D teaching and learning initiative. Duncraig Senior High School is also at the forefront of technology and we use it to make sure that we communicate with our parent and student body through our Learning Management System and our website. In 2018 we were able to gain increased bandwidth after protracted negotiations. Through various initiatives, DSHS has taken part in trial and pilot projects that have been shown to be successful, resulted in us being permitted to continue to use them. One recent project is the Vivi units, that allow teachers to throw their laptop screen or any student laptop screen to a large screen from anywhere in the room. 60 such units will be used throughout the school. They have other advantages in alerting the whole school to lockdowns in an emergency situation.

Added to these developments is the ongoing creation of a positive learning environment, which includes the teaching spaces and beautiful grounds that are maintained with pride by our gardeners and cleaners. As Principal, it is my goal to stretch our available funds to get good results for the best price and I acknowledge the expertise of our key staff in Administration, who have excellent relationships with our tradespeople. An outstanding achievement this year has been our new Pavilion. We have put it to many good uses and it is wonderful to have such a space that can hold our entire student body. When we farewelled our Leavers at the Final Assembly in December, Years 6 to 11 were able to share in that tradition for the first time.

Key developments this year have been focused around redeveloping the space provided by the ESC move to the Warwick SHS site. This occurred through a gradual process over the year and, through negotiation with the Education Department, we have been able to take over valuable spaces to accommodate our increasing enrolments. Several older transportable classrooms have been removed with more garden and lawn spaces created. The Readshaw Building and remaining transportables have been put to good use by the SAER unit. The HaSS Learning area is now fully relocated to the Banksia Block and the Year 7s will have the exclusive use of a newly established play area with colourful shade sails, four square play areas and access to the courts. This allows for greater supervision and is closer to the Student Services block.

The Arts and Languages Block has been developed throughout 2018, bringing these two areas under the same roof with freshly painted and carpeted spaces, offices, an amazing new Dance Room, access to outdoor Arts spaces, Photographic studio with infinity wall, new Music space, and Media room. The area also houses our Tourism program where students are able to undertake barista training.

The Library has undergone a transformation over 2018. A new vast and colourful undercover entrance to the main courtyard has given it a completely new focus. New carpets, paintwork and new and colourful furniture have revitalised the whole space. A new and modern circulation desk will be installed in the next few weeks.

The Year 12 Leavers have been excellent role models to our younger students and have also managed to achieve fine results in their studies, whether they were ATAR or VET students.

On the WACE League table DunCraig was the 9th ranked Public School with a WACE Achievement of 97.83.

The following is a summary of our achievements:

- **Median ATAR 80.7**

26% of our ATAR students achieved an ATAR in the top 10% of the State.

55% of our ATAR students were in the top 20% of students in the State and were eligible for direct entry into UWA.

77% of our students received an ATAR above 70 allowing them the choice of any university other than UWA.

- **DunCraig's ATAR Dux winner Ana Radalj achieved an ATAR in the top 1% of the State.**
- **11% of the students achieved an ATAR of between 95 and 99 and 13% of the students achieved an ATAR of between 90 and 95.**
- **Two Certificates of Distinction - in top 0.5%**

Isabelle Hassell received a Subject Certificate of Excellence for English.

Tian Li received a Subject Certificate of Excellence for Geography.

- **8 Certificates of Distinction and 19 Certificates of Merit for outstanding academic achievement over Years 11 & 12 in both ATAR and non ATAR:**

The eight Distinction Certificates were awarded to: Lara Bartels, Natalie Fourie, Irina Maier, Zhang Mingzheng, Kiarra Nazaraoff, Shannon Oo, Ana Radalj and Hannah Walters.

- **Vet Achievement:**

- 3 students Samantha Hughes, Rebekah Fernandez and Lucy Miller achieved a Certificate IV, an outstanding achievement.
- 36 (23%) of our students achieved a Certificate III in 6 different Certificate III courses.
- 104 (67%) students achieved a Certificate II in 14 different Certificate II courses.

Other highlights of 2018

Our production of Disney's *High School Musical* was an enormous success and at the final night our Year 12 dancers, actors and singers passed the Arts baton over to our equally talented and inspired Year 11s.

Our indigenous students, under the leadership of Ms Sally Murphy, created beautiful Art works that are on display on the library windows. More exciting developments are planned for 2019.

Our Bush Ranger Cadet program now has their own designated space in the vacated ESC administration block where they can meet and plan their extensive program in conservation. This is conveniently located at the western end of the Student Services block. Meeting rooms and offices are hives of activity and it is inspiring to walk into the area and view displays of their many achievements for the year.

Throughout the year our students represented Duncraig in debating, Opti-minds, Antipodeans Nepal Tour, State Cross Country Championships, Inter-state Triathlons and numerous other sporting and academic based competitions. Whether at home, inter-State or overseas, our students are outstanding ambassadors for this great school.

Throughout the year we held numerous information sessions for parents. Our parents are highly supportive and all events were well attended. Our Year 7 orientation program is extensive, beginning in November with an information evening with over 450 parents in attendance and concluding with three days of student orientation in the first week of the school year.

The support of the P&C is highly appreciated, both through assisting at key events and through financial donations. The ongoing program of provision of colourful lockers that was initiated by the P&C has been a great bonus for our students with the majority taking advantage of their availability. The P&C are a well organised and engaged body, creating a smoothly operating canteen where parents can be reassured students are ordering a healthy lunch without the need to provide cash on a daily basis. I am confident that 2019 will continue to be well served by our parents and its representative body. Thanks from the school go to Rob for his leadership and Sally for her organisation. Their commitment to the school is greatly appreciated.



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ATTACHMENT B PRESIDENT'S AGM REPORT 2019

2018 was another solid year for the DSHS P&C.

This was the first year in a long time that the P&C was a sole entity and we wish the West Coast Secondary Education Support Centre ongoing success following their relocation to Warwick.

The P&C assisted the school with funding the library entrance relocation in 2018 and the results are great. The library foyer looks spectacular and the covered area seems to be a good focal point for meeting and socialising.

I was pleasantly surprised to be in the unique situation of having to turn volunteers away for helping in the canteen during the Alive Festival. A true indictment of the scope of community involvement at the school. I look forward to being part of it again this year under the helm of a new chaplain.

The canteen continues to run smoothly and we will be looking for more opportunities to supply our local primary schools with lunches this year. On behalf of the P&C I would like to thank the canteen staff for their hard work and all the extra effort they have put in over the year. I also extend incalculable thanks to the canteen manager Sally Cole for all the work she has done and assistance she has given me. We are genuinely fortunate to have her.

I have had the fortune of attending a number of awards and presentations at the school this year. I appreciate the invitations and have enjoyed the events a lot. It seems even I have a collared shirt or 2 and can string a few words together!

Thank you very much to the staff and Admin team at the school. While there has been some changes this year, everything has gone smoothly and as always when we have needed some assistance the staff have risen to the task tirelessly. Cheers to the leadership for all their help and advice.

Thank you also to the P&C, not least of which - the long suffering exec team. I look forward to hopefully seeing you all again at the AGM – let's get on with it! To those who are leaving we thank you for your time and effort and wish you all the very best.

Finally thanks to our charges, without whom we wouldn't have a reason for the effort.

Cheers, Rob.