



Cairns School of Distance Education Biannual School Forum Minutes Nov 2022

Purpose of the Forum

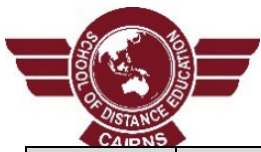
1. Discuss and debate issues relevant to the strategic development of the school
2. Inform the school's leadership team and the P&C Executive of any recommendations or positions they wish to table through the district representatives and P&C executive
3. Enable participation in the development of the strategic direction of the school
4. Gather and share information with the school community, in both directions
5. Develop action plans that improve the learning outcomes for our students

Item	Agenda Item	Led by	Time	Action (Noting, Dialogue, Approval, Endorsing)
1.	Welcome open meeting <ul style="list-style-type: none"> • Acknowledgement of Country • General introductions Commence 9.25am	Chris Rigden	5	Collaborate: Pamela Rose-Holt, Damien Holt, Sam Byrne, Laurie Weeden Attendees: Chris Rigden, Tanya Findlay, Kirk Findlay, Lurelle Hodge, Jeff Harvey, Clare Macpherson, Emma Jackson, Sharon Willmann, Danny Wilson, Desley Jones, Linda Tuxford-Adams, Judith Eriksen, Emmalee Jonsson, Kerri Archer, Eliza Adams-Ross, Kim Pink, Anne Veinot-Singh, Rex Cheung, Soo Williams Apologies: NA
2.	Previous Minutes – Business Arising	Chris Rigden		Time for Q & A request from parent body
3.	P&C Tabled item Communication & Community Engagement	Chris Rigden/P&C		<ul style="list-style-type: none"> ○ Welcome to country at start of each lesson was raised Stated to be time consuming Response: Not mandatory requirement, assembly only ○ Greater parent involvement than mainstream schools ○ Parents to convey their request/issue to the school and process will be followed to address the request/issue ○ Chat box use - student driven content



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					We discussed: <ul style="list-style-type: none"> ○ Balance needs of different/emerging student groups ○ Consistency of activities across clusters ○ Modification of program for medical students (if req)
4.	Cairns SDE Tabled Item <ul style="list-style-type: none"> • QLearn 		Kirk Findlay		We reported: <ul style="list-style-type: none"> ○ Students able to access learning at their own pace ○ Not all applications of QLearn are accessible yet ○ Consistent and systematic approach ○ 160 builds to be completed ○ Commence day 1 of term 1, will have available content for all courses ○ CSDE more advanced in the use of Canvas than any other school ○ Q: Difference to live lessons? Delivery continuing through Collaborate, currently more active features & more stable than Teams/365 (not yet activated), Zoom requires cost ○ Need for onscreen interaction ○ Travelling parents need flexibility of recorded lessons ○ Investment in hardware to improve AV quality (teacher headsets) ○ Canvas is interface friendly for tablets ○ Unlocking of materials for students to 'work ahead'
5.	P&C Tabled Item <ul style="list-style-type: none"> • Curriculum Pathways: Electives VET 		P&C/Chris Rigden		We discussed and noted: <ul style="list-style-type: none"> ○ 2 (almost 3) teams made National competitions in robotics



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	LOTE				<ul style="list-style-type: none"> ○ Maintained senior courses, migrated courses to ELearn ○ V9 transition ○ Wellbeing resources ○ Charters Towers VET ○ Manage workload of staff workforce ○ Capacity moving forward ○ Enrolment Trend: large P-10 cohort ○ Difficult to have a subject range for such a diverse student base. Facilitate courses with local provider
6.	Cairns SDE Tabled Item <ul style="list-style-type: none"> • NAPLAN 		Lurette Hodge		We reported: <ul style="list-style-type: none"> ○ NAPLAN dates: 15-27 March 2023, changed to term 1 ○ Onsite, home based, host school options ○ NAPLAN papers received after the date due back at school ○ 3 day onsite option ○ NAPLAN feedback – issues logging in, ○ 2023 NAPLAN intentions
7.	P&C Tabled Item <ul style="list-style-type: none"> • Year 6/7 Transition 		P&C/Lurette		We discussed: <ul style="list-style-type: none"> ○ Scheduled contact/chat time ○ Care class/safe space to catch up for students, wellbeing benefits ○ Parent support for all year levels to have a care class ○ Positive feedback: Robert Cameron’s consistency of care class ○ Timetabled ‘Connect Class’ run by Care Teachers 9.30-10 or 10-10.30am (years 10-12)



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				<ul style="list-style-type: none"> ○ Planner/Journal for students in 2023
8.	Cairns SDE Tabled Item <ul style="list-style-type: none"> • Infrastructure Update 	Chris Rigden		<ul style="list-style-type: none"> ○ G and L block on track ○ Amphitheatre/playground/shed building in 2023 ○ Replacing temporary block with music/IT block ○ Request for science block capacity
9.	P&C Tabled Item <ul style="list-style-type: none"> • Behaviour Management/Expectations 	P&C/Tanya Findlay		<i>Time did not permit</i>
10.	CSDE Tabled Items <ul style="list-style-type: none"> • Australian Curriculum V9 Update 	Lurette Hodge		<i>Time did not permit</i>
11.	Any other business <ul style="list-style-type: none"> • Uniforms • Q&A 	P&C/Executive		<ul style="list-style-type: none"> ○ Process to get exemption from content: case by case basis ○ Colour matching not reasonable reason for change of uniform ○ One school one uniform Cost prohibitive to have multiple uniforms over different groups ○ Buff suggestion ○ Teachers' awareness of school activities Not all teachers/teacher aides are able to attend all activities ○ Music workshop- all teachers able to attend outside of scheduled class time



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					Q: Can students who have ongoing need for teacher aide time get fast tracked from one year to another? Currently we are waiting till the very end of term 1 to get started. Q: It would be good to understand the process of how TA allocation works each year
12.	Close of meeting				10.50 am