



ST PETER'S COLLEGIATE GIRLS' SCHOOL INC

CONSULTATIVE COMMITTEE MEETING

Thursday 16 November 2023, Commencing 3.45PM

CHIVERTON BOARDROOM

MINUTES

1. **Present:** Cherylyn Skewes, Richard Lisle, Sue Dickinson, Kyle Martelle, Gregor Dingwall, Fiona McGregor, Sally Rounsevell.
2. **Apologies:** Lauren Sutton, Monique McLeay
3. **Approval of previous Minutes:** The Minutes of the meeting held on 17 August 2023 were approved by FMC and seconded by KYMA as a true and accurate record.
4. **New Business**
 - 4.1 SLT Response – Term 3 (RLI)

KYMA : Gave thanks for putting this together. This proved to be very beneficial, equally, as would extra time for conversations.

RLI : This is ongoing moving forward.

Can Consultative Committee members have time in TLC? This is possible if it does not impact too much on the meeting.

ACTION : LASU to speak to KFR regarding this.
 - 4.2 Arts Performances Impact (KYMA)

KYMA : Relates to the frustration and is aware it is a challenge. There is no solution with such a holistic offering. Conversation regarding Musicals and Performing Arts. Musicals looked at at great length with RLI and SRO. Very complex to calendar. HoD's aware prior to their events being added to the Calendars in order to build in assessments. Some things are not listed at the beginning of the Term but are of priority. 2 weeks' notice is given by Music Dept. We need to provide these opportunities. Teachers need to not show students their frustration.
 - 4.3 Additional EALD Support in MS (KYMA)

Clarification sought regarding outsourcing aspects of education. We do have language school outsourced to improve their English language prior to joining EALD.
 - 4.4 Term 3 & Term 4 Duration (KYMA)

CSK : Unfortunately, this is not possible. We talk to Prince Alfred College and St Peter's College to align as much as possible, especially for those whose parents who can be impacted. Equal semester lengths of teaching can also bring its own issues and challenges.

4.5 HG Relief Load (KYMA)

RLI : This has been changed. Will be worked on again. We will find a way through.

4.6 JS PTC/SLCs Timings (MOMC)

Carry this over to the next meeting

4.7 PTIs for Specialist Teachers (SRO)

ACTION : Already in for Tuesday and Wednesday next year.

4.8 Length of Compassionate Leave (GDI)

KYMA : Could this be streamlined to manage the admin burden during this difficult time.

CSK : The School very good with this matter as well as using discretionary leave.

National Standards is 2 days. Our EBA matches this. If we increase to 5 days, it would incorporate 3 days of personal leave. This is not a preferred option, especially for those who would not use it. There is nothing stopping staff from approaching their line managers for the extra leave and it is never usually questioned. Compassionate leave falls to CSK. Discretionary goes to HoD, HoS then Principal. Wording in National Standards describes allowance as being for 'next of kin'.

4.9 Reliefs After Lengthy Absence (GDI)

RLI : This is not always possible. We try to do as much as we can.

SRO : Staff sometimes come back unwell.

Parent Teacher Interviews

SRO : Some JS staff have a heavy load depending on the years they teach. Discussion of specialist teachers and number of reporting required.

ACTION: Discuss with Marika upon her commencement.

4.10 Dates for 2024 (LASU)

Week 5 in every term. 29 February, 30 May, 22 August, 14 November.

ACTION : to be added to calendar.

5. Meeting Closed 4.17pm