



MINUTES

Meeting: 04/03

Date: 3 April 2003

Attendance

Present

Professor R Webb (Chair), Mr K Goodworth (proxy for Professor Slee), Mr J McCorley, Mrs T Reust and Dr J Roulston

Apologies

Mrs T Evans, Professor B Lane and Professor R Slee

Director

Mr L Vogler

Executive support

Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The meeting opened at 9.10 am at Hervey Bay and the tabled agenda was confirmed.

2. CONFIRMATION OF MINUTES

The minutes of the March meeting were confirmed.

3. BUSINESS ARISING FROM MINUTES

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4. CORRESPONDENCE

4.1 Incoming

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4.2 Outaona

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5. APPLICATIONS

5.1 New schools

s73

5.2 New type of education

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5.3 Change of attribute

s73

6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

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s73

8. BOARD BUDGET

s73

9. ITEMS FOR INFORMATION

Nil

10. OTHER BUSINESS

10.1 Sunshine Coast Grammar School

Mr Parsons reported on the Principal's appeal in the district court against the Board of Teacher Registration's decision about his registration with a decision expected by the end of April. Mr Vogler advised that the Crown Solicitor had offered to develop a framework to assist the Board in considering the suitability of governing bodies, taking account of technical issues such as positive notices, the composition of governing bodies, proprietorship of schools, the appointment of directors, the performance of a governing body on the basis of their actions or lack of actions. He noted that the Crown Solicitor expected to be able to provide material for consideration at the May meeting. Mr Vogler reported on a delegation to Mr Peter Wellington MP that has formalised complaints about the school.

Resolved to take action regarding the suitability of the governing body under section 40(2) and to seek advice from the Crown Solicitor about how to proceed.

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11. NEXT MEETING

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Confirmed
Chairperson

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Date



MINUTES

Meeting: 05/03

Date: 8 May 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Professor B Lane, Mr J McCorley, Dr J Roulston, Mr K Goodworth (proxy for Professor R Slee), Mr V Lorenz (proxy for Mrs T Reust)

Apologies: Mrs T Reust and Professor R Slee

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chairperson opened the meeting at 2:15p.m. Board noted apologies from Mrs Reust and Professor Slee. The Chairperson welcomed Mr V Lorenz and Mr K Goodworth as proxies for Mrs Reust and Professor Slee respectively.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the 04/03 3 April 2003 meeting were confirmed with a minor amendment.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

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3.7 Item 10.1 Sunshine Coast Grammar School

Board dealt with this matter under Item 7.2.

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4. CORRESPONDENCE

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4.2 Outgoing

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5. APPLICATIONS

5.1 New schools

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5.2 New type of education

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5.3 Change of attribute

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

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7.2 Sunshine Coast Grammar School

Members noted the Board's resolution (utilising section 123(6)) at 2 May 2003 to: (a) obtain a report from assessors under section 62 as to whether the school is complying with the accreditation criteria; (b) appoint Mr Don Langdon and Dr Murray Evans as assessors, for the period up to and including 31 July 2003; and (iii) utilise Mr Langdon and Dr Evans in the Board's current section 40 investigation of the school's governing body.

The Board considered the tabled letter dated 10 April 2003 (with attachments) from Ms Leigh Tabrett, Assistant Director-General, Department of Education. The attachments consist of a series of documents received by her from Mr Peter Wellington MP, Member for Nicklin.

Mr Vogler informed Members that he was continuing to liaise with the Crown Solicitor on this matter, and a meeting was planned for 9 May 2003 between himself, Professor Webb, Crown Solicitor Conrad Lohe, Ms Cherie Watt of Crown Law, and the Board's two assessors, for the purposes of briefing the assessors about their task and to resolve any outstanding questions they may have. Members noted that the Assessors had issued a section 152 Notice of Entry to the school's governing body to enter the school on 16 May 2003 and 21 May 2003, and the Minister was contemplating making a Ministerial Statement to the House sometime before 16 May 2003.

8. ITEMS FOR INFORMATION

Nil.

9. BOARD BUDGET

s73

10. OTHER BUSINESS.

Nil.

11. NEXT MEETING

s73

12. CLOSURE

The meeting closed at 4.00 pm

Minutes confirmed: _____ Date: _____

Chairperson



MINUTES

Meeting: 06/03

Date: 5 June 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mrs T Reust, Professor B Lane, Mr J McCorley, Dr J Roulston

Apologies: Professor R Slee

Director: Mr L Vogler

Executive support: Mr P MacDermott

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chairperson opened the meeting at 9:30 am. The agenda for the meeting was confirmed.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the May meeting were confirmed.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

s73

3.8 Item 7.2 Sunshine Coast Grammar School (refer to Item 7.5)

4. CORRESPONDENCE

4.1 Incoming

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4.1.2 14 May 2003 Assistant Director-General, Department of Education Re
complaint Sunshine Coast Grammar School (refer to Item 7.5)

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5. APPLICATIONS

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

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7.5 Sunshine Coast Grammar School

Discussion focused on a letter from Mr Malcolm McColm, a director of the school's governing body, requesting further information on any complaints that might have informed the Board's decision to conduct an assessment of the school.

Resolution: The Board resolved that a suitable response, stating unequivocally that the assessment of the school would be based on the extent of compliance with the accreditation criteria, should be provided to Mr McColm.

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

s73

10. OTHER BUSINESS.

Nil.

11. NEXT MEETING

s73

12. CLOSURE

The meeting closed at 3:15p.m.

Minutes confirmed: _____ Date: _____

Chairperson



MINUTES

Meeting: 07/03

Date: 3 July 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mrs T Reust, Mr J McCorley, Dr J Roulston

Apologies: Professor B Lane and Professor R Slee

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chairperson opened the meeting at 9:40 am. The tabled agenda was confirmed.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the June meeting were confirmed.

3. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

Business from the minutes was addressed as specific agenda items.

4. CORRESPONDENCE

- Three letters relating to Sunshine Coast Grammar School (Refer to Item 7.1)

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5. APPLICATIONS

5.1 New schools Nil

5.2 New type of education

s73

s73

5.3 Change of attribute

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mr Vogler reported that Crown Law advice was being sought on the draft assessors' report. Mr Parson advised that the decision on s47(3)(b) appeal against the Board of Teacher Registration decision would be given on 15 July 2003.

Resolved to consider the report from the assessors at an extraordinary meeting of the Board on Monday, 21 July 2003, subject its availability then.

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Page 23 redacted for the following reason:

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8. BOARD BUDGET

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9. MINUTES OF FUNDING COMMITTEE METING

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10. OTHER BUSINESS

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11. NEXT MEETING

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The meeting closed at 3.45 pm.

Confirmed
Chairperson Date



MINUTES

Meeting: 08/03

Date: 7 August 2003

Attendance

Present: Professor R Webb (Chair), Dr Barry Amison (proxy for Dr Roulston), Mrs T Evans, Professor B Lane, Mr J McCorley, Mrs T Reust Mr M Walsh (proxy for Professor R Slee)

Apologies: Dr J Roulston and Professor R Slee

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.30 am and welcomed Mr Michael Walsh, Director of the Performance Monitoring and Reporting Branch in the Department of Education, as proxy for the Director-General, to replace Mr Kevan Goodworth.

The agenda for the meeting was confirmed with the Chair noting that the Director-General, Mr Ken Smith, would join the Board for lunch at 1.00 pm.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the July meeting were confirmed with a minor amendment to Item 7.5.

3. BUSINESS ARISING FROM THE MINUTES OF PREVIOUS MEETING

Item 11 Extraordinary meeting scheduled for Monday, 21 July 2003 – meeting cancelled.

4. CORRESPONDENCE

s73

s73

5. APPLICATIONS

5.1 New schools Nil

5.2 New type of education

s73

Page 27 redacted for the following reason:

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6. SUBMISSIONS Nil

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mr Vogler provided information on the development of the assessors' report, the tabled letter from the Chair of the governing body to parents and parent initiatives in relation to the school. He also advised that an extraordinary meeting of the Board might be necessary to consider the assessors' report, once it was available.

Resolved to discuss the report at an extraordinary meeting of the Board on Thursday, 21 August 2003 from 3.00 pm.

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

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10. MINUTES OF FUNDING COMMITTEE MEETING

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11. OTHER BUSINESS

s73

12. NEXT MEETING

s73

The Meeting closed at 3.45 pm.

Confirmed
Chairperson Date



MINUTES

Meeting:

Date: 20 August 2003

Attendance

Presents

Professor R Webb (Chair), Mr J McCorley, Mrs T Reust, Dr J Roulston and Mr M Walsh (proxy for Professor R Slee)

Apologies

Mrs T Evans and Professor B Lane

Director

Mr L Vogler

Executive support

Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 4.35 pm.

2. ITEMS FOR DISCUSSION

2.1 Sunshine Coast Grammar School – consideration of assessors' report on compliance with accreditation criteria

The Chair noted that the options available to the Board were: to take no action; to seek further information; to issue a compliance notice; or to issue a show cause. The Act also appeared to enable the Board to issue a show cause notice for some criteria and a compliance notice for others.

Following discussion, members agreed that the issue of the school's financial viability was of great concern and that it would therefore be appropriate to issue a show cause notice on the basis of the information provided in regard to this criterion. The Board also considered the link between financial viability and other accreditation criteria, particularly those relating to school resources, specifically staffing, land and buildings, facilities and educational materials.

The Board sought clarification of information under Item 3.7.1 Historical Financial Data, from one of the assessors, Mr Don Langdon, by telephone during the meeting. The following corrections were made: The introductory sentence was amended to read 'The financial statements from 2001 and 2002, together with the management financial reports for December 2002 and March 2003 show the following ...'; and the right column heading changed to 2001.

The Board considered the means of transmitting its decision to the governing body of the school. In the interim, the Chair proposed that the Board meet with the Chair of the governing body in a 'without prejudice' discussion to clarify recent initiatives undertaken by the governing body and possible future directions for governance and ownership of the school.

Resolved to:

- a) endorse a 'without prejudice' conference between Professor Webb and the Chair of the school's governing body prior to issuing the show cause notice;

- b) issue a show cause notice to the governing body of Sunshine Coast Grammar School proposing to cancel the school's accreditation for failing to comply with the accreditation criteria relating to:
 - i) financial viability;
 - ii) staffing;
 - iii) land and buildings; and
 - iv) educational facilities and materials;
- c) issue a compliance notice to address matters relating to the following accreditation criteria:
 - i) written processes about the conduct of staff and students; and
 - ii) written processes about improvement processes for the school;
 and
- d) have drafts of the show cause and compliance notices emailed to members prior to their being sent.

2.2 Sunshine Coast Grammar School – consideration of suitability of governing body

Mr Vogler tabled a paper from the assessors and provided an explanation for its consideration after other matters relating the school had been considered. The information in the letter had arisen from the assessors' information gathering on compliance with accreditation criteria.

Mr Vogler clarified the issues that may be considered in determining the suitability of a school's governing body based on the advice of Crown Law. These consisted of technical grounds such as those relating to incorporation, the possession of blue cards, criminal offences, etc, as defined in the Act; the composition of the board in terms of the range and balance of expertise of directors; the structural relationships relating to ownership and the independence of control of the governing body; and the performance of the governing body, including any action or lack of action that had an effect on the sound operation of the school.

The Board considered the information relating to the suitability of the governing body provided in the letter. The Chair noted that the performance of the governing body in handling what could otherwise be a financially viable school was unsatisfactory. Lack of financial viability could be attributed to performance in regard to a number of factors including the perceived conflict of interest of some directors and the creation of a climate of fear.

Matters considered in discussion included the honouring in practice of the not-for-profit declared status of the school, with the Board noting that the governing body appeared to be running a business without adequate contractual arrangements, especially in relation to its authorisation of money flowing to the owners of the school. Other matters considered in relation to the performance of the governing body included the quality of its external and internal communication and apparent inaction in regard to sexual harassment complaints.

Resolved to:

- a) issue a show cause notice to the governing body of the school proposing to cancel the school's accreditation on the ground that it was no longer suitable to be the school's governing body; and
- b) have a draft of the show cause notice emailed to members prior to its being sent.

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3. NEXT MEETING

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The meeting closed at 6.30 pm.

Confirmed
Chairperson Date



MINUTES

Meeting: 09/03

Date: 4 September 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Professor B Lane, Mr J McCorley, Mrs T Reust, Dr J Roulston, Mr M Walsh (proxy for Professor R Slee)

Apologies: Professor R Slee

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 1.40 pm. The meeting was held in Cairns at the Catholic Diocesan Education Services Office.

2. CONFIRMATION OF MINUTES OF MEETINGS OF 7 AND 20 AUGUST 2003

The minutes of the meeting of 7 August 2003 as presented were confirmed. Those for the meeting of 20 August 2003 were confirmed with the following amendments:

- a) Item 2.1
The addition of d) have drafts of the show cause and the compliance notices emailed to members prior to their being sent; and
- b) Item 2.2
The addition of b) have a draft of the show cause notice emailed to members prior to its being sent.

3. BUSINESS ARISING FROM MINUTES

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s73

4. CORRESPONDENCE

Inward

s73

4.4 20 August 2003 Ms Leigh Tabrett re *Grammar Schools and Other Legislation Amendment Bill 2003*

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Regarding Item 4.4, the Chair noted that the legislation permitted the use of the grammar school name for the Anglican Church Grammar School and Sunshine Coast Grammar School, provided the governing body of the school remained the same as it was when the legislation was enacted. He noted advice from Ms Cherie Watt from Crown Law that special provisions were being incorporated into the legislation to enable these schools to continue to use 'grammar' in their names.

Outward

s73

5. APPLICATIONS

s73

s73



6. SUBMISSIONS

s73



s73

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mrs Reust acknowledged the inclusion of her suggestions in the show cause notice. Matters discussed included those relating to the meeting with the Chair of the governing body of the school, recent and possible future developments at the school, and the not-for-profit status of schools in regard to their sale. The Board agreed on the need for it to discuss the meaning of 'not-for-profit' status. Mr Vogler read into the board records a statement to parents issued by the governing body on 3 September 2003.

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8. ITEMS FOR INFORMATION

Nil

9. BOARD BUDGET

s73

10. MINUTES OF FUNDING COMMITTEE MEETING

s73

11. OTHER BUSINESS

Nil

12. NEXT MEETING

s73

The meeting closed at 4.50 pm.

Confirmed
Chairperson Date



MINUTES

Meeting:10/03

Date: 2 October 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mr G Everett (proxy for Mr McCorley), Professor B Lane, Mrs T Reust, Dr J Roulston, Mr M Walsh (proxy for Professor R Slee)

Apologies: Mr J McCorley and Professor R Slee

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.35 am and welcomed Mr Garry Everett, Acting Executive Director of QCEC, who attended the meeting as proxy for Mr McCorley. Mr Everett advised that Mr McCorley was recuperating and anticipating returning to work in mid-November.

2. CONFIRMATION OF MINUTES OF MEETINGS OF 7 AND 20 AUGUST 2003

The minutes of the meeting of 4 September 2003 as presented were confirmed.

3. BUSINESS ARISING FROM MINUTES

s73

4. CORRESPONDENCE

Inward

s73

Outward Nil

5. APPLICATIONS

s73

s73

6. SUBMISSIONS

s73

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mr Vogler provided information on developments in relation to the governing body, the parent support group, Hall Chadwick now William Buck, and the Commonwealth Bank.

The Board agreed that no further board action was required at this stage. The Board also considered the tabled correspondence from Dr Keith Tronc, advising the Board of his appointment to assist the school and requesting further information regarding matters raised in the compliance and show cause notices issued to the school. The Board noted correspondence from Bennett and Philp, Solicitors regarding a proposed purchase of land by s73

Resolved to respond to Dr Tronc advising him that the information he sought was readily available in the public domain.

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8. ITEMS FOR INFORMATION

s73

9. BOARD BUDGET

s73

10. MINUTES OF FUNDING COMMITTEE MEETING

s73

11. OTHER BUSINESS

s73

s73

12. NEXT MEETING

s73

The meeting closed at 2.45 pm.

Confirmed
Chairperson

.....
Date



MINUTES

Meeting: 11/03

Date: 6 November 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mr V Lorenz (proxy for Mr McCorley), Professor B Lane, Mrs T Reust, Dr J Roulston and Mr M Walsh

Apologies: Mr J McCorley

Director: Mr L Vogler

Executive support: Ms S Macqueen

1 WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.35 am and congratulated Mr Michael Walsh on his appointment to the Board as the nominee of the Director-General.

2 CONFIRMATION OF MINUTES

s73

3 BUSINESS ARISING FROM MINUTES

s73

4 CORRESPONDENCE

Inward

s73

s73

Outward

4.6 15 October 2003 Mr Laurie Vogler re Sunshine Coast Grammar School
and five related letters [Refer to Item 7.1]

5 APPLICATIONS

s73

5.2 New type of education

s73

Pages 47 through 48 redacted for the following reasons:

s73

6 SUBMISSIONS

There were no submissions for consideration at the meeting.

7 ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mr Vogler referred to an informal request to the Board from Mr Malcolm McColm, Chair of the school's governing body, seeking a meeting with the Board, the assessors and representatives of the Commonwealth Bank and to outward correspondence declining the request. He also reported on a meeting with Mr Greg Wanchup and Mr Ross Patane from William Buck, representing the shareholders, and the Director-General and provided information on the response to the advertisement for the sale of the school.

Mr Vogler noted that a board meeting to consider the response to the show cause notice had been tentatively scheduled for 20 November 2003 and suggested setting a date in December for a further meeting on Sunshine Coast Grammar School if needed.

Discussion focussed on the need to consider the nature of protected information in relation to board decisions; the triggers that would enable the bank to intervene in the school; the issue of suitability as raised in the advertisement and a tabled information sheet outlining board requirements, *Suitability of Governing Bodies*, that had been

developed by the Office. The Chair noted that the opinion on suitability from Crown Law had yet to be considered in detail by the Board.

Mr Vogler noted that the information sheet was an attempt to satisfy the requests for information from prospective purchasers of the school regarding their ability to comply with the suitability requirements. He foreshadowed amendments to the Act to address matters in relation to administrative and governance arrangements in schools and noted that such amendments might incorporate elements currently contained in the information sheet.

Resolved to:

- a) note the information sheet on *Suitability of Governing Bodies* and the possible need to amend the *Education (Accreditation of Non-State Schools) Regulation 2001* in relation to accreditation criteria for schools' administration and governance arrangements;
- b) review the information sheet when matters relating to those criteria were being addressed; and
- c) set Thursday, 18 December 2003 as the tentative date for a further meeting on Sunshine Coast Grammar School.

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8 ITEMS FOR INFORMATION

s73

s73

9 BOARD BUDGET

s73

10 MINUTES OF FUNDING COMMITTEE MEETING

s73

11 OTHER BUSINESS

s73

12 NEXT MEETING

s73

The meeting closed at 3.35 pm.

Confirmed
Chairperson Date



MINUTES

Meeting: 11A/03

Date: 20 November 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mr G Everett (proxy for Mr McCorley), Professor B Lane, Mrs T Reust, Mr D Robertson (proxy for Dr Roulston) and Mr M Walsh

Apologies: Mr J McCorley and Dr J Roulston

Director: Mr L Vogler

Executive support: Ms S Macqueen

1 WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 10.10 am and noted that Mr David Robertson, proxy for Dr Roulston, and Mr Michael Walsh would arrive during the meeting.

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed with a minor amendment.

3 BUSINESS ARISING FROM THE MINUTES

s73

4 CORRESPONDENCE

Inward

s73

4.3 6 November 2003 Mr Malcolm McColm *et al* re response to show cause and compliance notices (Refer to item 7.1)

s73

Outward

s73

5. APPLICATIONS

5.1 New schools

5.2 New types of education

5.3 Change of attribute

There were no applications in the above categories.

5.4 Provisional accreditation to accreditation

s73

6. SUBMISSIONS

Nil

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

The Chair outlined the actions available to the Board in responding to the submission from the school's governing body. He noted that the Board had responsibilities in regard to the groups who would be affected by its actions. He also observed that the Board had no role in the commercial processes for the sale of the school but would have regard to the outcomes of those processes.

The Board began its consideration of the responses from the school's governing body to its compliance and show cause notices. Mr Vogler reported on oral advice from the Maroochydore Shire Council about compliance with land use legislation in relation to emergency access to the school.

Resolved to:

- a) formally acknowledge receipt of the responses to the Board's compliance and show cause notices;
- b) continue consideration of the responses at subsequent meetings; and
- c) seek written confirmation from the Maroochydore Shire Council of its advice in relation to the emergency access to the school.

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8. ITEMS FOR INFORMATION

s73

9. BOARD BUDGET

Nil

10. MINUTES OF FUNDING COMMITTEE MEETING

Nil

11. OTHER BUSINESS

s73

s73

12. NEXT MEETING

s73

The meeting closed at 3.00 pm.

Confirmed
Chairperson

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Date



MINUTES

Meeting: 12/03

Date: 4 December 2003

Attendance

Present: Professor R Webb (Chair), Dr B Arnison (proxy for Dr Roulston), Mrs T Evans, Professor B Lane, Mr J McCorley, Mr B McHugh (proxy for Mr Walsh) and Mrs T Reust

Apologies: Dr J Roulston and Mr M Walsh

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.45 am and warmly acknowledged the return of Mr Joe McCorley. He also welcomed Dr Barry Arnison, proxy for Dr Roulston, and Mr Bob McHugh, proxy for Mr Walsh.

Members noted the addition of the following items to the agenda: 3.2, 5.1.1, 5.3.2, 7.1, 9.1 and 11.1.

2. CONFIRMATION OF MINUTES OF MEETING OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed.

3. BUSINESS ARISING FROM THE MEETING

s73

4. CORRESPONDENCE

4.1 Inward

s73

s73



4.2 Outward

4.2.1 25 November 2003 Mr Laurie Vogler re Sunshine Coast Grammar School [Refer to item 7.1]

5. APPLICATIONS

s73



Pages 59 through 60 redacted for the following reasons:

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6. SUBMISSIONS

s73

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

Mr Vogler referred members to articles on the school running in the Sunshine Coast Daily newspaper and provided information on a recent meeting between Mr Greg Wanchup from William Buck and parents regarding potential buyers of the school. The Board considered general issues relating to ownership and governance as they pertain to non-state schools, government practice regarding the provision of capital grants to non-state schools, the nature of the school's agreement with the Commonwealth Government, the actions available to the Board in terms of cancellation of accreditation, the school's compliance with local government land use requirements and the desirability of obtaining legal advice about not-for-profit status. Mr Vogler agreed to provide details of the nature of the Commonwealth's agreement with the school at the next meeting.

The Board agreed to give further consideration to the Sunshine Coast Grammar School at its next meeting on 18 December 2003. It noted Mr Vogler's advice that the process for the sale of the school was expected to be substantially concluded by that date.

Resolved to:

- a) notify the Director of Commonwealth Recurrent Funding about the school's situation; and
- b) seek advice from the Crown Solicitor on not-for-profit status.

8. ITEMS FOR INFORMATION

Nil

9. BOARD BUDGET

s73

10 MINUTES OF FUNDING COMMITTEE MEETING

s73

11. OTHER BUSINESS

s73

12. NEXT MEETING

s73

The meeting closed at 2.45 pm.

Confirmed
Chairperson

.....
Date



MINUTES

Meeting: 12A/3

Date: 18 December 2003

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Professor B Lane, Mr J McCorley, Mrs T Reust, Dr J Roulston and Mr M Walsh

Apologies: –

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The meeting opened at 9.40 am.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed with a minor amendment.

3. BUSINESS ARISING FROM MINUTES

s73

4. CORRESPONDENCE

4.1 Inward

s73

1.1.4 11 December 2003 Mr Michael Bigg re Sunshine Coast Grammar School (Refer to Item 7.1)

4.2 Outward

Nil

5. APPLICATIONS

s73

Page 64 redacted for the following reason:

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6. SUBMISSIONS

s73

7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

The Board considered a range of issues including the suitability of the proposed governing body, the relevance of the sale process to board business, the implications of the sale for the school's accreditation and other matters being explored by the parents in relation to the school's status as a trust. The Chair noted that the Board did not have authority to withdraw accreditation temporarily pending the completion of the sale of the school.

Resolved to:

- a) clarify whether William Buck had made the Gotterson opinion about the status of the school as a charitable trust available in the due diligence room to prospective buyers of the school; and
- b) make a decision about cancellation of accreditation at a meeting on 23 December 2003, if the Board had not received confirmation from William Buck of an acceptance of offer and confirmation of purchaser by close of business on 22 December 2003.

8. ITEMS FOR INFORMATION

Nil

9. BOARD BUDGET

Nil

10. MINUTES OF FUNDING COMMITTEE MEETING

Nil

11. OTHER BUSINESS

Nil

12. NEXT MEETING

s73

The meeting closed at 12.40 pm.

Confirmed
Chairperson	Date



MINUTES

Meeting: 01/04

Date: 8 January 2004

Attendance

Present: Professor R Webb (Chair), Mr V Lorenz (proxy for Mr McCorley), Mrs T Reust and Dr J Roulston

Apologies: Mrs T Evans, Professor B Lane and Mr J McCorley

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.35 am and welcomed members to the first board meeting for 2004.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

Deferred until 5 February 2004 meeting.

3. BUSINESS ARISING FROM MINUTES

Deferred until 5 February 2004 meeting.

4. CORRESPONDENCE

4.1 Inward

4.1.1 22 December 2003 Mr Ross Patane re Sunshine Coast Grammar School

4.1.2 23 December 2003 Ms Margaret Laurence re Sunshine Coast Grammar School

4.1 Outward

Refer to Items 4.1.1 and 4.1.2.

Discussion of the correspondence focused on issues related to proposed action by the parents' group to seek a stay on the disbursement of funds from the sale of Sunshine Coast Grammar School from the Supreme Court and possible amendments to the Act to address matters related to a governing body of a not-for-profit school capitalising its surpluses on the sale of its assets.

5. APPLICATIONS

5.1 New school

Nil

5.2 New type of education

Nil

5.3 Change of attribute

5.3.1 Sunshine Coast Grammar School

The Board considered the proposed change in the governing body of the school and noted the acknowledgement by The Presbyterian and Methodist Schools Association of the issues needing to be addressed in the Board's show cause notice. Members noted that matters relating to the show cause notice would be considered at the meeting of the Board on 5 February 2004.

Resolved to approve the change of governing body of Sunshine Coast Grammar School from Sunshine Coast Grammar School Pty Ltd to The Presbyterian and Methodist Schools Association with a change day of 27 January 2004.

6. OTHER BUSINESS

Nil

7. NEXT MEETING

s73

The meeting closed at 10.40 am.

Confirmed
Chairperson

.....
Date



MINUTES

Meeting: 02/04

Date: 5 February 2004

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Professor B Lane, Mr J McCorley,
Dr J Roulston, Mrs T Reust and Mr M Walsh

Apologies:

Director: Mr L Vogler

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The meeting opened at 9.30 am. The Board agreed to consider Items 6.1, 6.2 and 6.3 at the end of the meeting.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

The minutes of the meetings of 18 December 2003 and 8 January 2004 were confirmed.

3. BUSINESS ARISING FROM THE MINUTES

3.1 Meeting of 18 December 2003 (*Consideration of sale processes for Sunshine Coast Grammar School*)

3.1.1 Item 6.1 School Cyclical Review reports (Refer to Item 6.1)

3.1.2 Item 6.2 Evaluation of Pilot and Further Implementation of the School Cyclical Review program (Refer to Item 6.2)

3.2 Meeting of 8 January 2004 (*Change in governing body for Sunshine Coast Grammar School*)

3.2.1 Item 5.3.1 Sunshine Coast Grammar School (Refer to Item 7.1)

3.1
3.2
3.2.1
4.2

4. CORRESPONDENCE

Inward

s73

4.2 27 January 2004 Ms Kim Burgess re Sunshine Coast Grammar School (Refer to Item 7.1)

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Outward

Nil

5. APPLICATIONS

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6. SUBMISSIONS

s73

7. ITEMS FOR DISCUSISON

7.1 Sunshine Coast Grammar School

The Board noted the change in the religious affiliation of the school and considered the tabled draft letter to Mr Des Robinson, Deputy Chairman of The Presbyterian and Methodist Schools Association (PMSA) on the outstanding matters relating to the Show Cause and Compliance Notices.

Resolved to approve the letter be sent to the PMSA.

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

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10. MINUTES OF FUNDING COMMITTEE MEETING

s73

11. OTHER BUSINESS

There was no other business.

12. NEXT MEETING

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The meeting closed at 1.40 pm.

Confirmed
Chairperson

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Date



MINUTES

Meeting: 03/04

Date: 4 March 2004

Attendance

Present Professor R Webb (Chair), Dr B Arnison (proxy for Dr J Roulston and Mrs T Evans), Mr J McCorley, Mrs T Reust and Mr M Walsh

Apologies Mrs T Evans, Professor B Lane and Dr J Roulston

Director Mr L Vogler

Executive support Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The meeting opened at 9.40 am. The Chair welcomed Dr Arnison as proxy for Mrs Evans and Dr Roulston. The Board noted issues relating to the use of proxies and the provisions for leave of absence and the possible need to amend the Act to clarify those matters.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed.

3. BUSINESS ARISING FROM MINUTES

s73

4. CORRESPONDENCE

Inward

s73

Outward

4.3 5 February 2004 Chair re Sunshine Coast Grammar School

Mr Vogler reported that the governing body had yet to respond to the letter from the Board in relation to the compliance and show cause notices.

5. APPLICATIONS

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7. ITEMS FOR DISCUSSION

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

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10. MINUTES OF FUNDING COMMITTEE MEETING

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11. OTHER BUSINESS

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12. NEXT MEETING

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The meeting closed at 12.25 pm.

Confirmed

Chairperson

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Date



MINUTES

Meeting: 04/04

Date: 1 April 2004

Present: Professor R Webb (Chair), Dr J Roulston, Mr J McCorley, Mrs T Reust, Mr M Walsh,
Professor B Lane
Apologies: Mrs T Evans
Director: Mr L Vogler
Executive support: Mr P M Parsons

1. WELCOME AND APOLOGIES

The Chairperson opened the meeting at 3:30 p.m. and welcomed Members and staff of the Office. Apology received from Mrs T Evans. The meeting was held in the Thomas Burstow Room of Toowoomba City Hall.

2. CONFIRMATION OF AGENDA

The Agenda for the meeting was confirmed.

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The Minutes of the 4 March 2004 (03/04) were confirmed.

4. BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

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5. CORRESPONDENCE

5.1 Incoming

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5.1.3 29 March 2004 — Dr M J Evans re Sunshine Coast Grammar School

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5.2 Outward

Nil outward correspondence.

6. APPLICATIONS

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Pages 80 through 83 redacted for the following reasons:

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8.2 Sunshine Coast Grammar School

Members noted the letter from Dr M J Evans (on behalf of The Presbyterian and Methodist Schools Association) responsive to the Board's 5 February 2004 letter about the show cause notice and the compliance notice issued in connection with the Sunshine Coast Grammar School.

Resolution: The Board resolved to write to the school's governing body:

- to thank it for the advice on progress to date in respect of the show cause notice and the compliance notice; and
- to indicate that the Board would appreciate receipt of the item-by-item response by 24 June 2004 for consideration at the Board meeting on 1 July 2004.

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9. ITEMS FOR INFORMATION

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10. BOARD BUDGET

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11. MINUTES OF FUNDING COMMITTEE MEETING

Nil available for this meeting.

12. OTHER BUSINESS

Nil

13. NEXT MEETING

s73

14. CLOSURE

The meeting closed at 5:10 p.m.

Minutes confirmed: _____ Date: _____

Chairperson



MINUTES

Meeting: 06/04

Date: 3 June 2004

Attendance

Present: Dr B Arnison (proxy for Mrs Evans), Mr V Lorenz (proxy for Mr McCorley), Mrs T Reust, Dr J Roulston and Mr B McHugh (proxy for Mr Walsh)

Apologies: Professor R Webb, Mrs T Evans, Professor B Lane, Mr J McCorley and Mr Walsh

Director: Mr P Parsons

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

In the absence of both the Chairperson and the Deputy Chairperson, members chose Mrs Reust to preside at the meeting.

The agenda for the meeting was confirmed.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed.

3. BUSINESS ARISING FROM MINUTES

s73

4. CORRESPONDENCE

Inward

s73

4.2 12 May 2004 Dr M Evans re Sunshine Coast Grammar School

Members noted the correspondence from s73 and Dr Evans.

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Outward

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5. APPLICATIONS

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

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8. ITEMS FOR DISCUSSION

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9. BOARD BUDGET

s73

10. MINUTES OF FUNDING COMMITTEE MEETING

s73

11. OTHER BUSINESS

There was no other business.

12. NEXT MEETING

s73

The meeting closed at 12.30 pm.

Confirmed
Chairperson

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Date



MINUTES

Meeting: 07/04

Date: 1 July 2004

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Professor B Lane, Mr J McCorley,
Mrs T Reust, Dr J Roulston and Mr M Walsh

Apologies: Nil

Director: Mr P Parsons

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The chair opened the meeting at 9.35 am and welcomed Mrs Evans on return from her leave.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting were confirmed with amendments to Item 5.

3. BUSINESS ARISING FROM MINUTES

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4. CORRESPONDENCE

4.1 Inward

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4.1.5 22 June 2004 Rev Guido Kettniss *et al* re Sunshine Coast Grammar School (Refer to Item 7.1)

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4.2 Outward

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5. APPLICATIONS

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

7.1 Sunshine Coast Grammar School

The Board expressed satisfaction that all outstanding concerns from the show cause notice had now been addressed. Members found the information provided by the school's governing body clear and helpful. The Board acknowledged that the school's written processes for the conduct of staff and students were not compliant with recent legislative changes.

Resolved to:

- a) congratulate the governing body on the quality of the information provided;
- b) agree that the governing body had satisfactorily addressed all outstanding matters in the show cause notice; and
- c) advise the governing body that the separate contact would be made by the Office to address inadequacies in the schools written processes for the conduct of staff and students.

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

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10. MINUTES OF FUNDING COMMITTEE MEETING

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11. OTHER BUSINESS

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12. NEXT MEETING

s73

The meeting closed at 3.35 pm.

Confirmed

Chairperson

.....
Date



MINUTES

Meeting: 08/04

Date: 5 August 2004

Attendance

Present: Professor R Webb (Chair), Mrs T Evans, Mr J McCorley, Mrs T Reust, and Dr J Roulston

Apologies: Professor B Lane and Mr M Walsh

Director: Mr P Parsons

Executive support: Ms S Macqueen

1. WELCOME, APOLOGIES AND CONFIRMATION OF AGENDA

The Chair opened the meeting at 9.40 am and welcomed Mr Vogler back from his leave.

2. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 1 July 2004 were confirmed.

3. BUSINESS ARISING FROM MINUTES

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4. CORRESPONDENCE

4.1 Inward

s73

s73

4.2 Outward

s73

4.2.3 6 July 2004 Rev G Kettniss re show cause and compliance notices Sunshine Coast Grammar School

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5. APPLICATIONS

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6. SUBMISSIONS

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7. ITEMS FOR DISCUSSION

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8. ITEMS FOR INFORMATION

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9. BOARD BUDGET

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10. MINUTES OF FUNDING COMMITTEE

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11. OTHER BUSINESS

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12. NEXT MEETING

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The meeting closed at 11.55 am.

Confirmed
Chairperson Date