

**MINUTES
BELRIDGE SECONDARY COLLEGE
IPS COLLEGE BOARD MEETING
Meeting No. 35**

**HELD ON MONDAY 6 FEBRUARY 2017
LOCATION: CONFERENCE ROOM**

PRESENT:

John Burke (Principal)
Janine Espey (Chair & community representative)
Tolla Anderson (Community representative)
Cathryn Curtin (Community representative)
Andrew Doran (Community representative)
Michael Mischin (MLC and community representative)
Jan Norberger (MLA and community representative)
Kirsten Lambert (BSC representative)
Lisa Manning (BSC representative)
Scott Amy (Parent representative)
Fiona McDonald (Parent representative)
Greg Carey (Manager of Corporate Services)
Nicola Harris (minutes)

APOLOGIES:

Heather Broadway (BSC representative)

MEETING OPENED: 7:05PM

1. **WELCOME & APOLOGIES**
Apologies received from Heather Broadway
2. **MINUTES OF MEETING**
Minutes of Meeting No. 34
Examined, accepted and endorsed by board.
Moved Lisa Manning
Seconded Cathryn Curtin
Passed unanimously
3. **ACTIONS ARISING**
Action List examined.
 - ***Move for financial report as presented by Acting Principal on 14 November 2016 by those present.***
Voted all in favour / carried unanimously
Moved Cathryn Curtin
Seconded Tolla Anderson
Unanimously approved
 - **Performing Arts Proposal** - pending
 - **Internal Audit Recommendations** - Board to consider item number 4 of audit at next meeting.
 - **Annual Report 2016** - Principal to present draft for board's consideration at next meeting.
 - **School Board/Staff Relations** – Aim to encourage staff interaction with board. Consider presentation at PD days.

Action

Principal to assess dates. Board members advise Nicky Harris if you able to assist.

- **School Tour** - not conducted. Individual tours to be negotiated.
- **Additional BSC Executive representation at board meetings** – Was felt not critical. Principal confident that members of Executive Team could fulfil role if required. Exec Team are copied into all items which are relayed to board. C Curtin suggested having Executives attend some, but not all meetings to keep communications open and thereby meet audit recommendations. Agreed that once a term an Executive rep will attend board meetings to enable Board to gain a better insight of all areas i.e. VET/ATAR/Coordinators and Committees etc., Board felt that staff presentations to board/community at last open meeting was extremely beneficial.
- **School Business Plan** – Under review Term 1. Some targets already achieved (see attached).

Action

C Notarpietro to attend 20 March meeting.

Principal - organise itinerary for this year and roll out same program every year.

- **Student Safety** – Review at next meeting. Concerns that students are still coming out of gated area.
- **Review of Meeting Dates 2017** – New dates for 11 September and 11 December agreed to ensure financial reports are reconciled and provide a true and accurate representation. Closed.

4. BUSINESS ARISING - None

5. FINANCIAL REPORT (as of 6 February 2017)

- Budget Summary Actual (2016) and Planning (2017) fiscal position presented in new format.
- Cash carried over \$1.6M (not inclusive of reserves)
- Local reserve funds \$1.1M
- SCF 990 students forecast.
- Planning for 2017 – SCF enrolments higher than anticipated.
- Staffing \$10.2M
- Pending census learning area budgets will be finalised and presented at next meeting.
- Some evidence to suggest smaller number of students in classes contributing to effective classroom learning environment.
- Year 11/12 numbers have grown from last year.
- 2016 school year to 2017 school year an increase in staffing costs of teaching staff and non-teaching staff currently manageable. Not sustainable post 2017.
- Former Principal left school in excellent financial status. Next step consolidation of funds.
- 3-5% of budget in reserves for big ticket items i.e. replacement bus.
- Bank accounts are set-up according to the best interest rates and reviewed on a regular basis.
- \$1.8M cash position in 2015. Now \$1.3M as of 2016. Emphasis spending this year's money on this year's students.

Move for financial report dated 6 February 2017 accepted by Board as presented by Principal on 06.02.17 and by those present.

Voted all in favour / carried unanimously

Moved Cathryn Curtin

Seconded Lisa Manning

Unanimously approved

6. PRINCIPAL'S REPORT

Principal thanked Mr Pisano for his work during Term 4 whilst on LSL. Principal's report presented via PowerPoint presentation.

Data Overview - 3 Certificates of Distinction, Westscheme Award.

Median ATAR - presented of which 43 students 68.6 (21), 68.9 (22), 71.15 (23).

R Strickland is working on student engagement.

University Eligibility TISC Applicants 2016 Data – 60 and upwards students received offer of places. ATAR bonuses - students will be given consideration. ECU over 55 will become a 70 for particular courses.

Achievement of WACE – BSC 90.2% (State 91.9%)

OLNA - has impacted WACE achievements – data presented. Aim to increase number of students' participation rate in ATAR. Mathematics Methods and Specialist - first five cohorts will have opportunity to uptake. 87% of students achieving a Certificate 2.

Year 12 No WACE - data presented

Overall ATAR Performance - data presented

OLNA Reading/Writing/Numeracy data presented. Numeracy results stronger. Of our 130 Year 12 students enrolled in October, 114 included at least one VET Certificate in their course load. Of the 179 certificates achieved. 1389 were at Certificate II level and 40 were at Certificate III level. The 114 students achieved a total of 179 certificates. Of the 7 students not achieving certificates, 3 were ATAR who withdrew from VET to focus on ATAR courses in Year 12. Four failed to complete requirements. Two students who included in a TAFE qualification in their study load achieved four certificates.

Attainment Rate ATAR ≥ 55 and/or Cert II or higher of eligible students data tabled. Significant increase 2011 – 30% and in 2016 98% of students leaving with qualification or university entry.

2017 Directions presented.

Strategic Settings report card targets and aspirations data tabled

Self-Reflection & Development opportunities being offered to staff.

Deliberate Behaviour discussed. Whole school focus on Literacy/Numeracy and ICT. Class observations to be carried out and feedback provided. Improve strategies for engagement of students through committees and classroom observations.

Attendance Rates given cause for concern. Strategies in place which have arrested decline and working on improvement. Expectation to continue the general focus in academic achievement, raising expectations and pushing rationale. Year 12s to be targeted. Currently 30% of absences are unexplained. Business Plan report card is tracking attendance data.

7. OPERATIONAL PLANNER 2017 (as of 02.02.2017)

Distributed for board members information. Colour coding explained.

8. ANY OTHER BUSINESS

- Scott Amy has been approached by a Year 7 parent querying school hat policy in line with it being compulsory for primary school students to wear hats for outside activities and breaks. Scott felt that moving to high school is a time of raising a student's self-responsibility, but questioned if it is part of BSC uniform policy? Student planners distributed to board members detailing Uniform Procedures (page 6) which states *'hats or caps for outside activities (not to be worn indoors, including canteen/café).'* Students are lectured on sun smart protection for outside activities i.e. beach days/lightning carnivals and sunscreens are provided. Should we enforce? Should staff follow suit and have a whole school approach?

Action

Heather Broadway to address with Student Council and obtain students' feedback.

MEETING CLOSED: 8.30pm

NEXT MEETING – MONDAY 20 MARCH - BSC at 7.00PM

Board meeting dates for 2017

Monday 20 March

Monday 15 May

Monday 19 June

Monday 31 July (annual open)

Monday 11 September (new date)

Monday 13 November

Monday 11 December (new date)