

**MINUTES
BELRIDGE SECONDARY COLLEGE
IPS COLLEGE BOARD MEETING
Meeting No. 43**

**HELD ON MONDAY 5 FEBRUARY 2018
LOCATION: CONFERENCE ROOM**

PRESENT:

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

APOLOGIES:

Scott Amy (Chair)

MEETING OPENED: 7:02PM

1. **WELCOME & APOLOGIES**

Welcome to the first meeting of 2018.
JB acknowledged a successful start to the school year.
Apologies received from Scott Amy.

2. **MINUTES OF MEETING**

2.1 Minutes of Meeting No. 42

Examined, accepted and endorsed by board.

Moved Lisa Manning

Seconded Cathryn Curtin

Passed unanimously

2.2 **DISCLOSURE OF INTEREST**

None declared.

3. **ACTIONS ARISING**

- **School Board/Staff Relations** – SA and JE joined staff for the first session of the Staff Development Day (SDD) on Monday 29 January. Presentation made to JE following her resignation as Board Chair and SA introduced. Operational calendar distributed for members to check future SDD's.
- **Invitational Presentations** – no presentations for February. JB intends to invite Bridgid Lafferty and Geraint Davies Heads of Student Services to next meeting.
- **Board Self-Review** – SA and JB examined survey templates. Board Effectiveness Survey emailed to members. Findings to be discussed at next meeting.

4. **BUSINESS ARISING**

None

5. **FINANCIAL REPORT**

Comparative Budget Report (issued 1 February 2018)

- Key figures verified for end of December 2017.
- \$771K carried over for 2017. \$177K carried over for 2018.
- DOE directive to all schools to spend has resulted in much smaller carry-overs.
- In addition reserve account stands at \$550K.

Financial Summary (prepared 5 February 2018)

- Planning projected 986 enrolments.
- Start of 2018 resulted in 30 more than anticipated with 1011 on roll (approximately SCF \$10M)
- Increase as a result of retaining more Year 11 students than in previous years, with only 6 students relocating to other senior high schools and late enrolments. CC questioned why we had taken out of area applications. Our process is not to accept out of area applications initially. Each application is reassessed and where we felt it best to accept students, we did. Circumstances and scenarios discussed involving regional involvement, negative experience from previous schools and giving students a new start.
- Final figure will be available once census submitted.
- Feeder primary school table data presented of students coming to BSC.
- JB will request Year 4 numbers at next Principal Network meeting.
- Mario Pisano has forecast numbers for 2019 enrolments with potential for numbers to be replicated next year.
- Once census complete we will have our true figure through SCF. GC will then assess cost centres to see if any cuts are necessary.
- There will be no spend this year in ICT given the last two years of investment.
- Last areas to be cut will be curriculum areas.
- JB aims to present the annual report and provisional budget at next board meeting.

Move for financial reports dated 1st and 5th February summary accepted by Board as presented by Principal on 5 February 2018 and by those present.

Voted all in favour / carried unanimously

Moved Cathryn Curtin

Seconded Jan Norberger

Unanimously approved

6. **BOARD EFFECTIVENESS SURVEY**

Members should have received an email with link to board self-review survey. Will close in a fortnight and report back findings at next meeting.

7. **PRINCIPAL'S REPORT**

Report Card 2017: 2017 Data Overview

- Self-assessment table targets taken from Business Plan. DES Review no longer exists. Waiting to see how schools' performances will be measured through new school review process.

Report Card 2017: Attendance

General observations:

- Data presented. Green indicates achieved, Amber moving towards and red moving away. Summarised attendance shows improvement. Attainment gone up.
- NAPLAN comparable to 'Like Schools'. Writing cause for concern. JB expressed that it is important as part of our network to share the same resources across the page. Directions for Schools 'Focus 2018' also highlights writing as a state-wide issue.
- Of 125 student's BSC gained a 100% VET achievement with all Cert II's being achieved.
- Cuts to State budget announced that ATAR & VET DUX award winners who met the requirements for the Best and Brightest will no longer receive \$1000 prize.

TISC Applicants

- Comparisons of university eligibility data for 2017/2016 tabled. Next Business Plan aim is to increase uptake of ATAR subjects.
- Median School ATAR shows we are behind DOE median and like schools.
 - 2016 – 68.75
 - 2017 – 68.45
- BSC offered students funding support of \$100 for extra tuition/support over the holidays. Invaluable and a wise spend with proven results. Will re-assess current strategies.

Directions

Whole School Priorities for 2018 are:

- Increase ATAR participation / Moderation / Writing / Attendance / Instructional Leadership / Behaviour.
- Student pathways ATAR participating rate tabled. 49 students uptake of ATAR was 9% lower than expected. Students identified in Year 9 over Band 8 were taken to Curtin last year for insight and open up options available to students post-secondary school. Same strategy to be followed this year.
- Moderation Strategy Overview tabled objectives and key strategies.
- Re-modelled Behaviour Management Plan presented to board.
- Whole School Literacy program identified three key areas for improvement in sentence structure, paragraph structure and cohesion in writing.
- Staff to be aware of standards and apply. Teacher judgements are important.

Attendance

- Graph data presented. Shows an upward trend and improvements from 2010 to date. Positive decline in unauthorised absences and an increase in authorised. Recent tactics have proven that building relations with parents work. Regular attendance has gone from 49% to 65%.

Self Assessment Targets

- Aim to be above the state mean and rising to match like schools. This comes from having engaging lessons for students.

Instructional Leadership

- Alicia Holliday, Lisa de Ponte and Heather Ferreri attended professional development in class observations and feedback. Limited to 15 staff members for 2018. Process and timeframe outlined. This also counts as part of performance management with a six hours trade-off.

Behaviour Management Plan

- JB mindful Student Services staff turnover over last three years and is aiming for clarity and alignment.
- C8 Camp booked for 2018.
- Peer Support Program to be introduced this year with Year 10 students mentoring Year 7's.

Staffing

- Jenny Dwyer on sick leave Term 1 – Jayne Hill covering.
- Hal Spedding has moved to School of Special Educational Needs: Behaviour and Engagement (SSEN:BE) in Padbury on an advisory basis. Rationale behind project/pilot program explained. Initially a six month appointment. Geraint Davies has come to BSC from Churchlands SHS for six months, together with a wealth of experience and has settled and connected well.
- Lewis Cannon – Graduate English teacher.
- Cameron James – Maths teacher, with extensive engineering experience, comes from Eaton College.

Focus 2018

- Director General's initiative for 2018 presented to board. JB highlighted key points that we have already made attempts at or will address. JB confident that we can document. MM asked for clarification on '*explicit teaching*' on page 3. JB explained that students understand what they are being taught and why. Examples discussed.

8. GENERAL BUSINESS

Year 11 Study Seminars to be held this week through Elevate Education.

MEETING CLOSED: 7.57PM

NEXT MEETING – MONDAY 19 MARCH - BSC at 7.00PM

Board meeting dates for 2018

Monday 19 March

Monday 21 May

Monday 18 June

Monday 30 July (Annual Open Meeting)

Monday 10 September

Monday 12 November

Monday 10 December