

**MINUTES
BELRIDGE SECONDARY COLLEGE
IPS COLLEGE BOARD MEETING
Meeting No. 46**

**HELD ON MONDAY 18 JUNE 2018
LOCATION: CONFERENCE ROOM**

PRESENT:

John Burke (Principal)
Mario Pisano (Vice Principal)
Scott Amy (Chair)
Greg Carey (Manager Corporate Services)
Cathryn Curtin (Community representative)
Tolla Anderson (Community representative)
Kirsten Lambert (BSC representative)
Lisa Manning (BSC representative)
Deborah Childs (Parent representative)
Robert Pierce (Parent representative)
Heather Currie (BSC representative)
Lisa De Ponte (BSC representative)
Nicola Harris (minutes)

APOLOGIES:

Andrew Doran (Community representative)
Michael Mischin (MLC and community representative)
Jan Norberger (Community representative)

MEETING OPENED: 7:00PM

1. WELCOME & APOLOGIES

Apologies received from Andrew Doran, Michael Mischin and Jan Norberger.

2. MINUTES OF MEETING

2.1 Minutes of Meeting No. 45

Examined, accepted and endorsed by board.

Moved Robert Pierce

Seconded Deb Childs

All in favour - passed unanimously

2.2 DISCLOSURE OF INTEREST

None declared. However, should any items arise at any point during the course of the meeting any parties are to declare a conflict of interest.

3. ACTIONS ARISING

- **2017 Annual Report** – Complete. Final version tabled later in meeting. Data remains same.
- **Open Board Meeting** – roll out on same format as last year. Advertise and extend invitations to feeder Primary Schools, Boards and local community.
- **IT Position Paper** – Table later in meeting. Surveys ready to be rolled out concurrently to staff and parents first. Results to be discussed at open meeting. Essential to have parents prepared. Separate survey to be carried out on BYOD.

4. **BUSINESS ARISING**

None.

5. **FINANCIAL REPORT (as of 14 June 2018)**

- Comparative budget report tabled. Current funds breakdown on page 3.
- Tracking well in collection of school charges and expenditure.
- \$1.3M income budgeted for 2018 (based on a calendar year).
- \$921K received to date.
- \$419K variance.
- C3205 SCF \$200K gateway payment July will reduce balance to \$219K.
- At 6 month mark and tracking well.
- Current budget at \$1.34M. Books close in November, except for D&T and Home Ec who have ongoing consumable expenditure.
- Forecast of future enrolments tabled.
- \$536K in the green for salaries.
- Adjustments currently being made in HRMIS for next term whilst staff take on acting roles pending Principal appointment in Term 4.
- Hopeful Gonski 2 will bring more money for public schools.
- Increase to class sets in Year 8 made this term and to remain into 2019.
- Principal handover. MCS to prepare financial document to sign off and again for Term 4.
- Money in the bank with healthy student numbers. Directive 97% minimum spend and 10% balance in bank.
- School tight in terms of space with high student numbers. ESC has seen a significant increase in enrolments also.

Move for financial report dated 14 June 2018 accepted by Board as presented by Principal on 18 June 2018 and by those present.

Voted all in favour / carried unanimously

Moved and Accepted Cathryn Curtin

Seconded Heather Currie

6. **BYOD**

- Models of two similar schools tabled. Kalamunda – where responsibility lies with parents (100% parental uptake). Butler managed process through Winthrop. This brings a tighter construction on what parents can spend. Covered by insurance with tech support on hand (80% parental uptake).
- BSC would manage access with permissions.
- Students can access shared drive, but only for curriculum.
- Costs, payment plans, risks and issues discussed.
- ICT Committee to survey staff.
- Connect – drive last year for teachers to communicate with at least one class each. Use has increased, but still inconsistent. Valuable tool as you can view who is accessing/submitted work on time.
- LDP and HC tabled how they make good use of Connect. Feedback provided very positive with parent/student connection in a managed way.
- Connect issues mainly passwords. Parents are receiving emails but not logging in to view. HC drives parents to log-in by adding link.
- Decision to be made by end Semester 1, 2020, ideally following consultation process.
- Information to be distributed via enrolment packs.
- SA important in establishing a future BYOD culture, however this will be given thorough consideration before going ahead.

7. **SUB-COMMITTEE (RISK MANAGEMENT)**

CC has read this differently. Principal identify risks and present to board.

Sub-Committee members CC, RB, HC, DC.

Action

SA to work on key points with Principal and vice-a-versa with Board.

8. **STAFFING UPDATE**
- Panel will be formed for Principal position and will be advertised in due course.
 - MP acting Principal for Term 3 for weeks 1 to 8 (previously undertaken 3 times).
 - Rob Strickland acting Principal for weeks 9 and 10 of Term 3.
 - Hal Spedding will return Term 3 as Acting Vice Principal for MP.
 - Carlos Notarpietro will remain in Associate Principal role for VET/RTP.
 - Geraint Davies to remain for Semester 2 as HOSS. Staffing budget is able to accommodate this.
 - MCS on LSL for Term 3. Position has been advertised to cover LSL, with a view to extending fixed term contract or permanency for successful applicant, subject to GC return. Interviews to be carried out shortly.
 - Principal and MCS handovers to be carried out over the break.
 - New Principal appointment announcement likely to be circa weeks 6 to 8 of Term 3.
9. **WA EDUCATION AWARDS**
- Nominees have now been chosen and applications drawn up. To be announced shortly. Applications close 29 June:
- Teacher of the Year;
 - Beginning Teacher of the Year; and
 - School Support Staff Member of the Year.
10. **2017 ANNUAL REPORT**
- Proposal by MM that WA Education awards for staff members be included in report - now complete.
 - SA found learning areas report interesting and informative.
- Examined, accepted and endorsed by board.***
Moved John Burke
Seconded Cathryn Curtin
All in favour - passed unanimously
11. **OPEN MEETING**
- Monday 30 July annual open board meeting in school library.
 - Order of proceedings proposed short business session, KPI's, learning area presentations, roll out of achievements, catering provided by hospitality students.
- Action**
Nicky to roll out invitations to local community, feeder school boards, parents and staff.
12. **ANY OTHER BUSINESS**
- None

MEETING CLOSED: 8:10PM

NEXT MEETING – MONDAY 30 JULY - BSC at 7.00PM

Remaining meeting dates for 2018

Monday 30 July (Annual Open Meeting)
Monday 10 September
Monday 12 November
Monday 10 December