

**MINUTES**  
**BELRIDGE SECONDARY COLLEGE**  
**IPS COLLEGE BOARD ANNUAL OPEN MEETING**  
**Meeting No. 47**

**HELD ON MONDAY 30 JULY 2018**  
**LOCATION: CONFERENCE ROOM**

**PRESENT:**

Mario Pisano (Principal)  
Scott Amy (Chair)  
Cathryn Curtin (Community representative)  
Tolla Anderson (Community representative)  
Andrew Doran (Community representative)  
Michael Mischin (MLC and community representative)  
Lisa Manning (BSC representative)  
Deborah Childs (Parent representative)  
Robert Pierce (Parent representative)  
Heather Currie (BSC representative)  
Lisa De Ponte (BSC representative)  
Jamie Attree (Student Councillor)  
Amber Baird (Parent)  
Stephen Childs (Parent)  
Kate Davies (Parent)  
Anna Dyer (Staff)  
Ashlinn Gilmore (Student Councillor)  
Naomi Jackway (Parent)  
Jodie L'Ecluse (Prospective Parent)  
Virginia Linto (Staff)  
Suzanne Manning (Staff)  
Lyudmila Napier (Parent)  
Lazo Njegich (Staff)  
Carlos Notarpietro (Staff)  
Nicole Rennie (Staff)  
Alison Saare (Staff)  
Mikaela Shirley (Staff)  
Lloyd Silva (Staff)  
Jenny Susac (Community)  
Anita Walczak (Parent)  
Stephanie Westphal (Parent)  
Ms Cheryl (Staff)  
Nicola Harris (minutes)

**APOLOGIES:**

Jan Norberger (Community representative)

**MEETING OPENED: 7:00PM**

**1. WELCOME & APOLOGIES**

- Chair welcomed parents, staff, parents and community members and set out his role as Chairperson and parent member. Three distinct functions of parent/staff/community that have an influence and impact for the benefit of students and school. Board does not run the school - it acts purely as a governance area.
- Introductions of board members.
- Apologies received from Jan Norberger.

2. **MINUTES OF MEETING**  
2.1 Minutes of Meeting No. 46

***Examined, accepted and endorsed by board.***  
***Moved Cathryn Curtin***  
***Seconded Robert Pierce***  
***All in favour - passed unanimously***

3. **ACTIONS ARISING**

- **Board Self Review** – Pending. CC assessing.
- **2017 Annual Report** – Complete.
- **Workforce Plan 2018-2022** – MP currently reviewing and planning for 2019.
- **IT Position Paper** – Pending subject to feedback/review. BYOD aim tabled. As from 2020 starting with Year 7 students who will bring their own device. 5-6 year process introducing with each new intake. Survey process to be rolled out with parents and completed by Term 2, 2019. Roll out start of 2020.

4. **BUSINESS ARISING**

None.

5. **PRINCIPAL REPORT**

- Smooth start to Semester 2. New timetable rolled out with Year 7, 8 and 9 students commencing their rotation of Semester 2 electives.
- Cricket International Tour occurs every two years. 2018 saw Cricket students go to Sri Lanka where they experienced seeing a developing country, life and culture.
- Netball students also undertook a successful international tour recently to New Zealand.
- Future planned camp Years 9 & 10 AEP to Canberra 26/8 to 31/8. Tour will involve a skiing and civic tour.
- Planning now in progress for course selection for academic courses in 2019. All information now distributed to students. Subject selection process explained. English compulsory. Year 12 complete. Year 11 closes 1 August, Year 10 electives close Wednesday 8 August.
- Permanent staff appointments:
  - Kasun Tennakoon: HOLA Mathematics
  - Chloe Ironmonger and Ryan Stevens: HASS Teachers
- Principal vacancy advertised state wide. Applications close 31 July. Four to five week process before substantive appointment made.

***Move for Principal's report accepted by Board as presented by Principal on 31 July 2018 and by those present.***  
***Voted all in favour / carried unanimously***  
***Moved and Accepted Michael Mischin***  
***Seconded Andrew Doran***

6. **FINANCE REPORT (as of 26 July 2018)**

- Tracking well and in healthy position.
- Focus on Actual YTD. \$177K carried over from 2017.
- YTD have raised \$837K, \$361K still outstanding (\$196K received in gateway, but not reflected in this report).
- YTD \$820K has been spent, \$555K budgeted still to be spent (not all collected yet).
- Currently \$194K in bank account.
- Plus reserves of \$527K
- Less tax liabilities \$5K
- Leaving total of \$716K cash in school accounts.

***Move for financial summary dated 26 July 2018 accepted by Board as presented by Principal on 30 July 2018 and by those present.***  
***Voted all in favour / carried unanimously***  
***Moved and Accepted Lisa Manning***  
***Seconded Cathryn Curtin***

7. **VIGNETTES**

Chair thanked staff for attending and in sharing in our practices. With the many aspects that go into the running of a school the vignette presentations will be a chance for our community and parent members to gain an insight into what is happening at BSC.

**Jamie Attree and Ashlinn Gilmore**

***Student Councillor Overview***

Election process tabled. Student Councillors act as a conduit between staff and students with duties involved in weekly meetings, liaising with Principal, representing school in school and community events and attending the annual GRIP conference to network and learn from other student leaders at public and private schools.

**Lloyd Silva**

***Design & Technology Teacher***

Learning Area covers all year groups across BSC and ESC. MSEP Program introduced to encourage young men to collaborate, work and develop and gain inspiration to work in a trade. Workshops held weekly. Recent project involved making outdoor setting and presenting to Beldon PS. MSEP focuses on students with challenging behaviour or who are easily influenced with an aim to turn negative behaviours into positive and make wise choices. This term's program involves what life looks like as a tradesman, life skills and expectations. Currently seeking projects around the school. Groups are circulated on rotation, but some students may stay on and become leaders.

**Stephanie Westphal**

***French Teacher***

Overview of benefits of learning a language and moving forward with proposed curriculum changes. It is now compulsory for all primary schools, both public and private, to teach a language to Year 3's. Change will be phased in gradually so that by 2023 all students from Years 3 to 8 will learn a language. Study of languages optional in Years 9 and 10. Cultural activities and projects undertaken tabled. French lunch planned at the BSC café in collaboration with Springfield PS and BSC Home Ec Department. Aim is to raise awareness and move from monolingual to being multilingual. Languages that may be covered are French, Italian, Mandarin, Indonesian, Japanese. ATAR French is most popular choice.

**Suzanne Manning**

***Homework Club***

Held weekly on Thursdays after school in library and open to all year groups. Full use of library facilities, with help and support from teachers. Maths staff are on hand to assist. Teachers sometimes do 1 on 1 tutoring at no cost. Attendance between 5 and 25 students with an even mix of male/female.

**Nicole Rennie**

***Focus on Hospitality, Community and Food Science***

Home Economics overview. Cert II in Hospitality focuses on functions, annual chaplain's dinner, coffee club (available to both staff and students), Cert II in Community Services and General Food Science. Students exceed in a practical environment.

**Virginia Linto**

***Support for Students with Learning Difficulties and Disabilities***

History of funding tabled. BSC students are now captured through 3 different support levels, of which are now included in the NCCD (Nationally Consistent Collection of Data). Information is collected from various areas and shared for all staff to access. Student's level of difficulty or disability recorded. Funding and improvements in support means that where necessary students have priority access to EA's (where possible), IEP's and NCCD inclusion. BSC ethos is that staff assists all students as much as possible.

## DISABILITIES

MP expanded on 70-80 students are registered as having some form of learning disability. Approx. 20 are diagnosed as ASD. These students attract approx. \$320K funding (used to employ EA's etc.). Remaining 60 students are recorded as having an imputed learning disability (not diagnosed but teachers make adjustments for them in the delivery of the curriculum). This is federally funded through the NCCD. Approx \$50K in funding for these students. Studies show that approx. 17% of the population has an imputed learning disability. VL is working to write IEP's for identified students so additional funding becomes available.

## 5. QUESTIONS WITH NOTICE

Principal addressed questions submitted to the Board from parents/community members prior to meeting.

### Submitted by Naomi Jackway (Parent)

***How is the school tracking the progress of new ATAR subjects such as Computer Science, and if teething problems have been experienced what support can be offered to the current year 12 students to ensure they are on par with surrounding schools in the achievements/ results. Technology and courses like computer science are the future and need a strong presence in the school. Has the school experienced any students deselecting or not continuing with the course at an ATAR level, and if so, why has this occurred?***

### Response

Introducing new ATAR courses come with a range of challenges, especially if it is a course that is not offered by the majority of schools. The ATAR Computer Science course was introduced in Year 11 2017 and has continued through to Year 12 2018. The decision to introduce Computer Science for 2017 was dependent on a sufficient number of students selecting it. The model implemented was to have the ATAR and General courses as a combined class. Creating two stand-alone classes was not viable based on student numbers. This combined class model has been used for several other courses in the school.

Resourcing material for the ATAR Computer Science course was challenging. There are no specific course text books available and other resources are limited. During 2017, the class teacher networked with Ellenbrook SC and shared resources.

In 2018, a small group moderation partnership was set up with John Forrest SHS. This is a SCSA requirement for schools offering courses with less than a specified number of students. Although Belridge had sufficient students numbers we still opted for a partnership.

In 2018, the Syllabus Delivery Audit (SDA) was approved by SCSA (a mandated requirement).

The Computer Science teacher attended several professional development courses to assist with the delivery of the course as per the School Business Plan (2016 – 2018).

ECAWA State Conference (opportunity to network and link in with other schools)  
ECU PD & establishment of network

As previously mentioned, resources for Computer Science are limited. Resources provided include:

WACE Examiners report from previous years

The school purchased a set of text books aligned to the HSC (not perfect). All students given an electronic copy subscription.

All SCSA on-line material

Currently trying to source an after school external provider for a 5 week revision program.

Student progress is tracked by the Senior School Vice Principal in Year 11 and to a greater depth in Year 12. Analysis of student performance indicates that Computer Science is the best scaled subject for 3 students and the second best for 2 students – this represents 62.5% of the class.

Additional assistance is provided to all ATAR students with study sessions conducted by the Senior School Vice Principal every Wednesday P5 and all assigned a dedicated mentor.

**Submitted by Shannon Wray (Parent)**  
***Children's Support Network – Breakfast Club***

**Response**

HISTORY: In the early years, Breakfast Club was held before school in the Home Economics Department, and facilitated by an Education Assistant (Kaylene Campbell) who volunteered her time, however this meant that students who were late to school (and who were often the ones who needed the service), had missed out.

With a change in the morning school bus schedules, students were not arriving at school with enough time to get to breakfast club, and the decision was made to shift it to the Recess timeslot. This meant that it was run by the Home Economics team, which proved demanding on the daily running of the department.

More importantly though, the Home Economics Staff felt that they were only providing a short term solution, as they did not have the opportunity to address the multifaceted issues around food insecurity for the regular students who attended.

In consultation with Student Services, Home Economics provided additional appliances to a classroom with basic kitchen facilities and the Chaplain became the main facilitator of Breakfast Club. This arrangement now provides the Chaplain and Nurse additional opportunities to build relationships with students and address/monitor student issues in an informal setting.

OPERATION: The Breakfast Club Coordinator maintains annual registration with Food Bank Breakfast Club Program and with Bakers Delight Beldon Charity Program.

Roughly once per Term the Coordinator places an order with Food Bank and the Chaplain travels out to the warehouse at the Perth Airport to collect it.

Food provided free by Food Bank includes: baked beans, spaghetti, tinned fruit, oats, wheat biscuits, long life milk and vegemite.

The Home Economics staff also take it in turns weekly or fortnightly, to collect bread from Bakers Delight Beldon, at the end of their shop hours (which would otherwise be dumped).

In addition, any surplus food from the Home Economics Department is shared with breakfast club. This is generally when food has been ordered ahead of time and students are then away, or students who have completed a cooking activity are not hungry and are happy to donate their dish to Breakfast Club. Further the regular grocery supplier to Home Economics is Heathridge IGA, and they occasionally donate surplus fruit and vegetables.

Both Main Stream students and Education Support Students use the service. Announcements are often placed in the 'Daily Notices' and posters are displayed around Student Services building to remind students about Breakfast Club.

Plus, news usually spreads pretty quickly if there is something special on offer, such as the pancakes we did recently!

Scott Amy hoped that parents and community had gained a sense of the overall function of the College and what Board members had to offer. School Board members are always available to contact via Nicola Harris at the school.

**MEETING CLOSED: 8:05PM**

***NEXT MEETING – MONDAY 10 SEPTEMBER - BSC at 7.00PM***

**Remaining meeting dates for 2018;** Monday 10 September, Monday 12 November and Monday 10 December