

**MINUTES  
BELRIDGE SECONDARY COLLEGE  
IPS COLLEGE BOARD MEETING  
Meeting No. 48**

**HELD ON MONDAY 10 SEPTEMBER 2018  
LOCATION: CONFERENCE ROOM**

**PRESENT:**

Rob Strickland (Principal)  
Scott Amy (Chair)  
Kerrie Ward (Manager Corporate Services)  
Jan Norberger (Community representative)  
Lisa Manning (BSC representative)  
Heather Currie (BSC representative)  
Lisa De Ponte (BSC representative)  
Nicola Harris (minutes)

**APOLOGIES:**

Deborah Childs (Parent representative)  
Robert Pierce (Parent representative)  
Andrew Doran (Community representative)  
Michael Mischin (MLC and community representative)  
Cathryn Curtin (Community representative)  
Tolla Anderson (Community representative)

**MEETING OPENED: 7:00PM**

**1. WELCOME & APOLOGIES**

- Welcome to Kerrie Ward MCS covering Greg Carey on LSL.
- Apologies received from Deborah Childs, Robert Pierce, Andrew Doran, Michael Mischin, Cathryn Curtin and Tolla Anderson.

**2. MINUTES OF MEETING**

**2.1 Minutes of Meeting No. 47**

***Examined, accepted and endorsed by board.***

***Moved Heather Currie***

***Seconded Lisa Manning***

***All in favour by those present - 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**

- **Board Self Review** – Items for consideration from CC distributed.  
**Action**  
***Direct any comments direct to CC.***
- **Workforce Plan 2018-2022** – Draft prepared pending new Principal commencing.
- **IT Position Paper** – Table later in meeting.
- **Board Sub-Committee Risk Management** – Pending to follow through with new Principal.

**4. BUSINESS ARISING**

None.

5. **FINANCIAL REPORT (as of 5 Sept 2018)**

- Three reports tabled; Comparative, Operational One Line Budget and Overview.
- \$197K carryover on salaries and cash is tracking well.
- Projected numbers for 2019 good.
- Graph reports broken down and tabled.
- Income, including voluntary contributions of \$186K still outstanding. Percentage of collection to date will be reported at next meeting.
- Expenditure balance \$426K to spend with carryover of \$150-200K.
- Balances of accounts tabled.
- Gateway payment end March each year. Commencing 2019 token payment will be paid over.
- Predicted expense on items not covered by maintenance. Items tabled.
- Reserve accounts \$506K to be reviewed. KW will report back to board her recommendations on areas to be addressed for endorsement.
- One Line Budget – YTD \$7M salaries, \$10.2M forecast spend on salaries, \$239K variance.
- Monitoring salaries variance for replacement staff covering leave. Balance constantly alters.
- As a way forward it was agreed by those present that reports detailing graphs and the one line budget were the preferred reporting formats in providing a quick overview.

***Move for financial report dated 5 September 2018 accepted by Board as presented by Kerrie Ward on 10 September 2018 and by those present.***

***Voted all in favour / carried unanimously***

***Moved and Accepted Jan Norberger***

***Seconded Lisa De Ponte***

6. **PRINCIPALS REPORT**

- **New Principal:** Melesha Sands appointed commencing as from Term 4. Currently Principal at Swan View SHS.
- **Projected Enrolments 2019:** 1020, tracking ahead compared to last year. This will enable same number of classes to be operated as this year.
- **2019 Timetable:** Work in progress.
- **NAPLAN 2018:** Results pending.
- **2018 Satisfaction Surveys:** Now completed by staff and parents. 160 parents completed (twice as many as in 2016). Results being assessed and items raised to be addressed. Student surveys to be completed early next term.
- **Staffing:** Hal Spedding to return to Student Services Term 4.
- **Curator Cricket Pitch:** Tender process now complete with transition period to be implemented and successful candidate commencing in Term 4. \$250K cost over five years to maintain pitches.
- **Year 12 Graduation:** Invitations sent and held at Joondalup Resort.
- **Professional Development Day:** Collaboration of four high schools was a success. Survey results provided positive feedback, with vast majority wanting it to be held within next two years.
- **Fashion Design Achievements:** Success after success with FD Program; **Wool4Schools** national competition resulted in 12 students being finalists, with a Year 12 student placed as national runner-up.  
**Apex Teenage Fashion Awards** 5 out of 6 entries at recent heats made it through to State final to be held on 15 September. National final will be held in Melbourne. Faith Reid's artwork on display in conference room.
- **Netball Elite Program:** Year 10 lower division team won the Netball State Championships.
- **Canberra Trip:** Year 9 and 10 AEP students travelled to Canberra. Trip a success. Students met the Governor General. Afternoon tea and summative with parents to be held on 12 September.
- **BYOD:** No surveys carried out as target audience not yet enrolled with school. Position paper (*prepared by Elizabeth Cassidy*) tabled with suggested lead-in timeline. IT Committee to consider devices, leasing options, minimum spec and cost to parents. Expected that a bank of computers to borrow will be available. Proposed lead-in and draft policy process to commence T1, 2019, information in enrolment packs T2, 2019 culminating with Year 7 students commencing with

BYOD devices in T1, 2020. Following this a review and survey to be carried out to decide on any necessary changes required.

**Action**

- ***Any feedback or queries to Elizabeth Cassidy.***
- ***Raise with new Principal.***

**7. FUNDING AGREEMENT FOR SCHOOLS 2018**

- Distributed to board members prior to meeting.
- Noted and endorsed by Principal and Board Chair.

**8. ANY OTHER BUSINESS**

None

**MEETING CLOSED: 7:50PM**

***NEXT MEETING – MONDAY 12 NOVEMBER - BSC at 7.00PM***

**Remaining meeting dates for 2018**

Monday 12 November

Monday 10 December