

**MINUTES**  
**BELRIDGE SECONDARY COLLEGE BOARD**  
**COLLEGE BOARD MEETING**  
**Meeting No. 84**

<b>Date:</b>	<b>Monday 11 September 2023</b>	<b>Chairperson</b>	<b>Steve Hall</b>
<b>Time</b>	<b>6:00pm</b>	<b>Minute Secretary</b>	<b>Nicola Harris</b>

<b>MEMBERS</b>	Steve Hall (Chair/Parent member), Sharon Lyon (Principal), Michelle Austin (Community Member), Kush Jalota (Community Member), Danielle Brown (Parent member), Sonia Moyle (Parent Member), Keyuri Patel (Parent Member), Heather Currie (Staff Member), Ben Dawkins (Staff Member), and Chadd Richardson (Staff Member), Kerrie Ward (Manager of Corporate Services), Nicola Harris (Board Secretary)
<b>APOLOGIES</b>	Kerrie Ward (MCS), Michelle Austin (Community), Ben Dawkins (Staff)

<b>ITEM No.</b>	<b>AGENDA ITEMS</b>	<b>LED BY</b>	<b>OUTCOME</b>	<b>ACTION</b>
<b>COMPLIANCE AND OPERATIONS</b>				
1	<b>Welcome and Apologies</b>	Steve Hall	<p>Acknowledgement of Country. We respectfully acknowledge the traditional owners of the land on which we are meeting today, the Whadjuk Noongar people and pay respects to Elder's past and present.</p> <ul style="list-style-type: none"> <li>• Chair welcomed members to the September meeting, commencing at 6.00pm.</li> <li>• Kush Jalota jointed meeting via Teams.</li> <li>• Apologies received - as detailed above.</li> </ul>	
2	<b>Minutes of Meeting</b>	Steve Hall	<p><b>Minutes of Meeting No. 83 dated 31 July 2023</b></p> <p><b>Approved as a true and correct record and signed by the Chair, Steve Hall.</b>  <b>Moved: Sonia Moyle</b>  <b>Seconded: Danielle Brown</b>  <b>All in favour / carried unanimously</b></p>	

2.1	<b>Disclosure of Interest</b>	Steve Hall	None	
3	<b>Business Arising</b>	Name	<p><b>Code of Conduct Review</b></p> <ul style="list-style-type: none"> <li>• Exemplar models previously distributed for consideration (other school and DOE model template). Model received from Keyuri.</li> <li>• Vision of Board - need to match with whole school vision. Also marry up in In terms of School Business Plan. Currently working with staff on SBP 2024-2027.</li> <li>• Discussion around DOE model template.</li> <li>• Include a vision statement. Respect, honesty, transparent, expected to represent school positively.</li> <li>• Agreement to use DOE model</li> <li>• Vision and values, board statement on intention, accountability and achievements.</li> <li>• Principal will prepare draft. Accountability on governance and school community that we attest to.</li> <li>• Question around ensuring records are accurate. This is the role and overseen by Board Secretary.</li> </ul>	<b>Principal to draft updated Code of Conduct</b>
4	<b>Actions Arising List</b>	Steve Hall	Nothing to address	
5	<b>Financial Report</b>	Sharon Lyon	<p>No report for September meeting (No significant or high expenditure to report this month)</p> <p><b>Charges &amp; Contribution Update presented by Principal in K Ward's absence.</b></p> <ul style="list-style-type: none"> <li>• Four-year comparison table presented up to end August 2023.</li> <li>• Y7-Y10 from 63% to 65%</li> <li>• Y11-12 Subject charges from 63% to 68%</li> <li>• Voluntary Contributions from 59% to 63%</li> <li>• Tracking around 65%</li> <li>• Y11/12 is higher than last year, Voluntary Y7-10 higher than last year. Charges Y7-10 slightly lower.</li> <li>• On track to spend our allocation.</li> </ul>	
6	<b>Principals Report</b>	Sharon Lyon	<p><b>Summary of a Term 3 Events to date:</b></p> <ul style="list-style-type: none"> <li>• Science week / JLC Challenge</li> <li>• Book week</li> <li>• EA Appreciation Morning Tea</li> <li>• Wear it purple day</li> <li>• Minister Visit</li> <li>• Drama Showcase</li> <li>• Athletics carnival</li> <li>• Student Council - Footy Colours Day / Caitlin Collins Visit</li> <li>• Dance Showcase</li> <li>• Science Week: JLC Science Challenge with local primaries and ESC.</li> </ul>	

		<ul style="list-style-type: none"> <li>• Book Week.</li> <li>• Guitar Festival</li> <li>• EA Appreciation morning tea</li> <li>• Wear it Purple Day</li> <li>• Food Hall –</li> <li>• Minister of Energy and climate change</li> <li>• Ruby Moon Drama Festival</li> <li>• Athletics Carnival</li> <li>• Footy Colours Day</li> <li>• Leadership Day with Caitlin Collins MLA and Bronwyn</li> <li>• Dance Showcase</li> </ul> <p><b>Coming up Weeks 9 and 10:</b></p> <ul style="list-style-type: none"> <li>• Music Showcase</li> <li>• R U OK day</li> <li>• River Cruise</li> </ul> <p><b>Business Planning</b></p> <ul style="list-style-type: none"> <li>• New Business Plan 2024-2027. Consultations with staff, SLT breakout sessions brainstorming, key words and phrases. During Week 6 whole staff session. Staff worked in small groups in terms of their vision and values. For staff unable to attend, E-survey distributed to enable opportunity to provide feedback.</li> <li>• Exec Team compiled all points into a one-page summary. This will go out all staff to consider, rank and provide their own input at a morning tea consultation.</li> <li>• Principal requested board members consider and provide their own input. Survey link to be sent out to provide feedback/input. Seeking title ideas and key words to appear in vision statement and values.</li> <li>• Sustainability to be included, such as sustainable practices (environment, recycling, reduction of plastics).</li> <li>• Values of 'Respect Yourself, Respect Others, Respect the Space' to be updated to one main value of respect, and then add 2 other values.</li> <li>• Timeframe for completion of SBP by end of year 2023. SBP 2024-2027 will be a four-year plan. This provides for next school review to be complete, time to write plan taking into consideration any recommendations</li> </ul> <p><b>Format of Open Board Meeting – 6 November</b>  <b>Ideas on points of discussion:</b></p> <ul style="list-style-type: none"> <li>• School review outcome. Our commendations affirmed.</li> <li>• Future Planning: preliminary plans for STEM build.</li> <li>• Pathways: preparing students for future industry needs.</li> <li>• Our Programs – Cricket/Fashion, Netball, Dance, Music, AEP?? Have focused in the past</li> </ul>	<p><b>HC – record presentations of student experience on course</b></p>
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			<ul style="list-style-type: none"> <li>• Our focus on community engagement and increase in primary school engagement this year. Partnerships beyond the classroom.</li> <li>• Focus on students' journey at high school with Belridge SC. What options we offer with many different pathways, new courses on offer (VET/Cert courses and ATAR).</li> <li>• Invite student/s to talk about their pathways.</li> <li>• Alumni student success and their pathway taken after BSC.</li> <li>• Testimonials around support offerings for students.</li> <li>• Y10's going into Y11. Course selections and what they are looking forward to.</li> <li>• Support system available from school in going out into the big wide world.</li> <li>• Berry Street model.</li> <li>• Post-secondary education in preparing for future.</li> <li>• STEM.</li> <li>• Councillors working with Caitlin Collins, discussing community issues, environment.</li> <li>• Pathways to prepare them for the future, reaching their own potential and personal best. Having something for everybody.</li> </ul>	<b>pathways, career tasters and expos</b>
	<b>Compliance Review</b>	Sharon Lyon	<p><b>Workforce Planning</b>  <b>Five Year Profile 2019-2023 Report tabled as of 31/08/23</b></p> <ul style="list-style-type: none"> <li>- Data extracted and presented from report of 31/08/23.</li> <li>- School survey carried out on bi-annual basis with staff. No survey undertaken this year.</li> <li>- Staff leave has been identified over 2023/2024 (long term i.e., whole term or semester).</li> <li>- FTE 112 and Headcount 127 staff. This considers all staff across school.</li> <li>- Overstaffing in 2019 was addressed in 2020.</li> <li>- Age profiles 2019-2023 tabled. Upper age group now halved with retirements etc.</li> <li>- Sick days. Average sick days from teaching staff discussed.</li> <li>- Potential retirements.</li> <li>- Staff taking LSL in 2024 – expected or flagged as due. Discussion around how leave is managed. Approval is based on best interest of running the school.</li> <li>- LSL must be taken within 2 years of being awarded. Option to carry over 5 days. Principal can endorse a 12-month extension on case-by-case basis.</li> <li>- Update to leave entitlements. Sick leave is now classed as 'personal leave'.</li> </ul> <p><b>Behaviour Management Plan</b></p> <ul style="list-style-type: none"> <li>• Minor changes proposed.</li> <li>• Following SDD with Berry Street -BS language to be introduced. Unconditional positive regard. Restorative practice, welcome circle, brain breaks, classroom practice – minor changes.</li> <li>• Unconditional positive regard model.</li> </ul>	
<b>STRATEGIC DIRECTIONS</b>				
7	<b>Actions Arising</b>	Steve Hall	- None	

	<b>General Business</b>	Sharon Lyon	- Acknowledgement of last Friday's Dance Showcase. Absolutely stunning.	
			<b>Meeting Closed: 7:04pm</b> <b>Next Meeting: Monday 6 November 2023</b>	