

MINUTES
BELRIDGE SECONDARY COLLEGE BOARD
COLLEGE BOARD MEETING
Meeting No. 88

Date:	Monday 13 May 2024	Chairperson	Steve Hall
Time	6:00pm	Minute Secretary	Nicola Harris

MEMBERS	Steve Hall (Chair/Parent member), Sharon Lyon (Principal), Michelle Austin (Community Member), Kush Jalota (Community Member), Danielle Brown (Parent member), Sonia Moyle (Parent Member), Heather Currie (Staff Member), Ben Dawkins (Staff Member), and Mikaela Shirley (Staff Member), In Attendance: Kerrie Ward (Manager of Corporate Services), Nicola Harris (Board Secretary)
APOLOGIES	Kerrie Ward (MCS), Sonia Moyle (Parent), Steve Hall (Chair)

ITEM No.	AGENDA ITEMS	LED BY	OUTCOME	ACTION
COMPLIANCE AND OPERATIONS				
1	Welcome and Apologies	Sharon Lyon	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. <ul style="list-style-type: none"> Principal chaired meeting in S Hall's absence. Consider appointing a Deputy Chair to cover any Chair absences. Welcomed members to the May meeting, commencing at 6.00pm. Apologies received - as detailed above. 	
2	Minutes of Meeting	Sharon Lyon	Minutes of Meeting No.87 dated 11 March 2024 Amendments required: - Page 4 under VET participation Cert VI should be IV. - Next meeting Monday 17 May- should be 13 May. Approved as a true and correct record and signed by the Principal, Sharon Lyon. Moved: Heather Currie / Seconded: Ben Dawkins. All in favour / carried unanimously	Changes made. NH

2.1	Disclosure of Interest	Sharon Lyon	None	
3	Business Arising	Sharon Lyon	To be covered in Principal's report.	
4	Actions Arising	Sharon Lyon	KP – CAT bus service no longer applicable given school transport is free currently.	Complete
5	Principals Summary	Sharon Lyon	<p>Elections 2024 Staff nominations were rolled out to all staff. We are very lucky to have Heather Currie, Ben Dawkins and Chadd Richardson on board again for another 3 years.</p> <p>Parent Elections</p> <ul style="list-style-type: none"> • 5 nominations received. 1 withdrew. • Ballot process closed 12 noon today. Count of votes carried out by NH, Principal and Scrutineer - Jody Taylor (School Officer). • Successful parent nominees are Naomi Cove and Melanie O'Leary. Appointments confirmed to both today, who confirmed they are still happy to take up positions. Both new members have children in specialist programs, netball, and cricket. • Thanks extended to departing parent rep, Danielle Brown, for her valued contribution. <p>Union – New Agreement</p> <ul style="list-style-type: none"> • Question around pre-board meetings. Sharon clarified to members that she meets with Board Chair at least one week before a meeting. Any significant matters brought up for discussion (agenda, board accountability or school-based issue). One item discussed at recent pre-board meeting was union and new agreement in place. Current situation, with new offer looking likely to be accepted. • Not the pay rise that was initially wanted (12% over 2 years – new agreement will be 12% over 3 years) • Some changes to conditions: <ul style="list-style-type: none"> - Reclassification of L3 Principals (i.e. remote school Principals same level as a HOLA) - Non-cumulative leave to cumulative (2 days will now roll over) - Workload task force – school leader workload taskforce - Enhanced support for complex behaviour management - Regional attraction and retention - Graduate allowance and support for graduates <p>Effect on schools of bans and stop work</p> <ul style="list-style-type: none"> • No meetings occurred after school or during DOTT. 40 staff are in union. 32 undertook stop work action two weeks ago. Significant impact on PM on hold, staff development, staff meetings. • Causes an increase in isolation and a loss of connection. Collaboration is reduced and programming and curriculum have suffered. Did not hold GSM's. • LA / GSM meetings have not taken place. • SLT meeting moved onto grid P5 Mondays and will continue with this moving forward. 	

		<ul style="list-style-type: none"> • Union has advised members this is probably the best offer we are going to get. • Hopefully all bans will be lifted shortly. <p>COMPLIANCE School Board Survey results</p> <ul style="list-style-type: none"> • Results analysed - overall, positive. Feedback on how we work, and our professionalism has been noted. • Addressing responses to Q10 and Q11 SL recapped on board involvement of strategic planning over previous years. Information also shared via Teams. • April 2023 – review of strategies tabled. • July 2023 – Board public school review and what we focused on what we wanted to review. • Term 3, 2023 – Board input into Business Plan vision and values (through MS Forms) same process carried out with staff. Brought us vision, mission and values for SBP 2024-2027. As a Board we can continue to monitor those targets. <p>Strategic Planning – BSC Board</p> <ul style="list-style-type: none"> • Target to increase reputation in community, increase enrolment, student voice. • Student voice recap – video at last open meeting, alumni Joel Hall, student council spoke to us in 2022 and in 2023 as part of open meeting. • Increasing enrolments. Attending partner primary events; assemblies, graduations, ANZAC services. • Primary Science Challenge networking event. Can we do more? Probably. A case of finding balance with time/staff willing to work in this area. • New Business Plan in action. New targets/alignment to new DoE Focus 2024. Tracked using SBP. Looked at twice a term as Exec Team. LA's do this for themselves. SL tabled – “Do we as a Board need something like this?” If not our own tracker, do we need to reflect more on the school? How would you want as a Board to monitor our strategies. Targets are too difficult as a Board to achieve. • Simplified board document. KJ - tracker does not need improving. • DB – Tracker in place is effective, suggested report to board as an item at the end of each Semester, for quick summary. • CR – Board could investigate consistent areas that are not moving, work out why or decide on a different direction. • Board is actively involved in annual reporting process. 2023 Report now live on website. <p>Parent satisfaction</p> <ul style="list-style-type: none"> • NSOS platform deactivated. Waiting for new DoE interface. Students, Staff, Parents surveys are due this year (bi-annually). How else could we monitor? Number of parent complaints/parent-positive emails? Enrolment data? • What information could we show that could help gauge parents' satisfaction? • Suggested: Survey after a parent seminars, parent tours, QR code, iPad (Happy Face). • Sign in iPad: signing out can we add a satisfaction? Scenarios discussed. Rate your experience of service today. Would you like a response? Need to be careful on 	
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			<p>capturing feedback on school improvement, visitors reason may not address all avenues.</p> <ul style="list-style-type: none"> • Bi-annually does not capture day-to-day. • Surveys could be carried out each semester or annually. Could link with parent/teacher night, range of measured responses. Parent/Teacher (T1/T3) good spread of visitors on site to capture, normally invested parents because they turn up and want feedback. • HC – Compass have created a survey section with push notifications. Sharon will take back to Exec team. • Current concern around admin workload expressed. • Have ad hoc surveys set-up for certain events. 	<p>Check Compass survey and question DoE re. new platform. Add to Exec agenda.</p>
6	Student Services	Heather Currie	<p>Behaviour and Engagement Data Review 2022-2024</p> <p>Attendance</p> <ul style="list-style-type: none"> • Greater increase in regular attendance compared to 2022 - 38% having 90% attendance to 2024 - 64% having 90% and above. 2022 impacted by COVID. • Referring to pie charts. Orange (Moderate) are areas we are targeting. Red (Severe) very difficult to engage students. We look at finding support and alternative pathways. • 2023/2024 comparison of attendance rates per year group broken down and tabled. • At Risk Severe students have increased by 1/10th and unauthorised absences have increased (parents not reporting absences). Need to review as a team to follow-up. • Students considered 'At Risk' with under 60% attendance. • DoE Participation Team are drowning in referrals – 150 on each one person's workload. • Issues – engaged in Cert 2 and 3 courses / having issues finding active employment. • Y10's who have completed an external Cert course awaiting NOA impact our data. • Positive - seen increase in regularly attending from 608 to 646. • At Risk Moderate has decreased from 103 to 78. <p>How?</p> <ul style="list-style-type: none"> • Greater focus on attendance discussions, attendance letters, Student Support Officer engagement with students. • Positive Incentive Program (PIP) rewards for attendance. Rewards are on a case basis. Not all students are excluded from rewards if there are certain circumstances. <p>School Behaviour Reports</p> <ul style="list-style-type: none"> • SBR's comparable to 2023 and 2024 have decreased. • Learning Area SBR – majority have decreased, only Arts increased. New HOLA in Arts and supporting process. DB - Does this reflect on teaching style? Yes, sometimes. Scenarios discussed. • BMP (Behaviour Management Plan) Using your own classroom strategies first, has helped in decreasing numbers, use low-key classroom strategies first. Certain 	

			<p>environments i.e. workshops D&T or HEc. Data also dependent on where difficult students are placed.</p> <p>Suspension Data 2022-2024</p> <ul style="list-style-type: none"> • Tabled and discussions around scenarios. Increase due to vaping. • Categories explained: <ul style="list-style-type: none"> - N2 category is verbal abuse of staff - N3 category verbal abuse of other students - N7 category vaping - N6 violation of code of conduct - N0 mobile breaches - N4 verbal abuse of other students. • We are now seeing decrease of percentage of students being suspended. <p>Severe Suspension Category 2022-2023</p> <ul style="list-style-type: none"> • Tabled. Once a student reaches 20 days or 8 suspensions in one year this is flagged with Principal. • KJ – How do we support students who part ways – scenarios discussed. Principal prepares report, exclusions, DoE's responsibility to then find a place for them at another institute. May engage in hands on practical environments. • KP – do we investigate underlying issues? Yes - Suspension is not necessarily a consequence. It enables school to plan, reflect, hold meeting with parent to find out information, maybe refer to psychologist, time for school to plan for return and figure out what happened in that moment. Could be family background. We spend a large majority of each day working with students to case manage. <p>Positive Incentive Program (PIP)</p> <ul style="list-style-type: none"> • T1, 2023 close to 4000. T1, 2024 over 9000 awarded. • PIP tokens are issued by staff for positive behaviour and work ethic. • Rationale of program, to target students who always do the right things/are well behaved who can be forgotten about, students who are good all the time, applies to lower ability classes also. Important to reward all good students, as well as high achievers. • PIP distribution now being counted across house groups (introduced this year). <p>What's Changed?</p> <ul style="list-style-type: none"> • Review of school BMP in line with new DoE Policy. • Berry Street Education Model (Trauma Informed Practice). • RLEARNERS – Teaching and Learning Framework • Course counselling. • Pathways and careers support and opportunities. • Transition and Engagement Program . 	
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7	Principal's report (continued)	Sharon Lyon	<p>School board links with student council/community</p> <ul style="list-style-type: none"> • Board survey - Is there a way we can link some of students to the workings of the board? • For consideration - Board member could be linked to 3 of our student council? Possibly attend meetings. Be a mentor. Examples, such as working with canteen for healthy food, seating around the school. Members could report on progress/provide feedback. • Every member could have touch point contact with student. Give thought on how board can be more present to the college community? <p>Relevant professional learning</p> <ul style="list-style-type: none"> • Board training available on date of next board meeting. Refresher and induction for new staff/members. 	<p>All – ideas on how board can be more present in college community / work with or mentor students. Bring ideas to July meeting.</p> <p>NH - Training event invite to be sent.</p>
8	Financial Report	Sharon Lyon (In KW's absence)	<p>Funding Agreement for Schools 2024</p> <ul style="list-style-type: none"> • Tabled for information only. To be signed by Chair/Principal. • Items which raised discussion: <ul style="list-style-type: none"> - English as an additional language (page 5) – we do not meet criteria under this term. ELAD for students who attend Intensive English Centres first (two years funded). Once progressed, normally classed as competent/meet minimum requirement. - Enrolment Linked Based – ICSEA linked with funding, data from parents and educational values, where enrolled from (deprived areas receive more money). - Disability funding increased this year (subject to student diagnosis). - 34 students not funded who identified as not returning to school. - 27 ATSI students. - Social disadvantage load 25%. <p>Charges & Contributions</p> <ul style="list-style-type: none"> • Collection rates report tabled (comparable from 2020 to 2024). Positive to date. Supported by payment plans, pay online, choosing subjects online and paying upfront online for subject selections. Y7-Y10 up 9%, Subject Charges Y11-Y12 up 7%, Y7-Y10 voluntary up 5%. Admin ladies are always proactive in helping parents find best way to pay. 	
9	Any Other Business	Danielle Brown	<ul style="list-style-type: none"> • ECU are offering student led counselling. Fees range from \$10 for casual workers, students and unemployed. \$20 for part-time workers, \$30 for full time workers covering a large range of support areas. 	NH inform community availability of this service.

		Keyrui Patel	<ul style="list-style-type: none"> Road safety education is essential. HC advised already scheduled to talk to students in assemblies tomorrow and remind them of safety and law. DoE currently running campaign targeting e-rideable laws. Posts have been put on college social media pages and will run in our May newsletter. 	
			Meeting Closed: 8:15pm Next Meeting: Monday 17 June 2024 (Off site Board Training at Joondalup PS)	