

MINUTES
BELRIDGE SECONDARY COLLEGE BOARD
COLLEGE BOARD MEETING
Meeting No. 90

Date:	Monday 29 July 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	Michelle Austin (Community), Heather Currie (Staff), Ben Dawkins (Staff)

ITEM No.	AGENDA ITEMS	LED BY	OUTCOME	ACTION
COMPLIANCE AND OPERATIONS				
1	Welcome and Apologies	Steve Hall	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, present and emerging. <ul style="list-style-type: none"> • Chair welcomed members to the July meeting, commencing at 6.00pm. • Apologies received - as detailed above. 	
2	Minutes of Meeting	Steve Hall	Minutes of Meeting No. 88 dated 13 May 2024 (no minutes from No. 89 – board training) Approved as a true and correct record and signed by the Chair, Steve Hall. Moved: Chadd Richardson Seconded: Kush Jalota All in favour / carried unanimously	

2.1	Disclosure of Interest	Steve Hall	None declared.	
3	Business Arising	Sharon Lyon	<p>Board Training 17 June Main points for consideration:</p> <ul style="list-style-type: none"> - Board Chair tenure is declared vacant and appointed every 12 months, and not two years. - Important to note that conflict of interest is declared at start of each meeting and confidentiality of topics discussed at each meeting maintained. - Handout in packs for those who did not attend for refresher. 	
4	Actions Arising	Steve Hall	Not addressed.	
5	Financial Report	Kerrie Ward	<p>Financial Summary as of 24 July 2024</p> <p>Student Centred Funding</p> <ul style="list-style-type: none"> - Snapshot of one line budget. Tracking positively for this time of year. As result of staffing crisis and own staff having to cover relief internally resulted in \$501K variance. - Finance Committee oversee financial decisions. Variance this year \$250K allocated to Reserve Account; \$200K proposed sport centre build (planned), \$50K cash to cover expenses. - Upgrades to English block painting refresh and new boards. - Technology upgrades across several LA's. Further upgrades/replacements forecast and accounted for will be rolled out as per maintenance plan. All classrooms received a new computer for class teachers in 2024, new computers for HPE LA, x 2 MESH new trolleys of iPads. <p>Comparative Budget Review - Revenue Cash and salary allocation broken down Budget vs. Actual items discussed:</p> <ul style="list-style-type: none"> - Fundraising and Donations/Sponsorships – help pay for camps. - Other schools – ESC lease fees, utility fees – 15% charged or some at 50% - Actual year to date pie graph – 1% ride on mower - Budget total of locally raised funds \$683K, c/o \$233K, SCF transferred down just over \$1M (IT budget draws heavily from this), average spend just over \$220K per year for ICT. <p>Expenditure</p> <ul style="list-style-type: none"> - Broken down and tabled. - Partial of funds included for STEM upgrade. <p>Assets purchased to date:</p> <ul style="list-style-type: none"> - Ride on mower. - 5 photocopiers. <p>Grants /donations/ government funding</p>	Provide ICT replacement plan over last five years at September meeting.

			<ul style="list-style-type: none"> - Commitments: STEM building – one week behind schedule and currently coming in under budget. Possibility of extra projectors and boards being included in funding allocation. - \$1500 PALS grant for NAIDOC Week. - \$500 Science Week school grant. - As part of government trial program vapes detectors installed in toilet blocks and changerooms. System picks up on noises, voices (hopefully will deter vandalism), vapes, tobacco, gunpowder, aggression in voices, deodorants (masking a smell). Has decreased vaping in general. Factor in that not so easily accessible now also. Over 18's can buy without a prescription with counselling from Pharmacist. <p>Collection Rates</p> <ul style="list-style-type: none"> - C&C tracking very well in comparison to previous years. - Government grants beneficial and positive uptake of parent payment plans. <p><i>Move for finance report to be accepted by the Board as presented by Kerrie Ward on 29 July 2024 and by all those present. Moved Steve Hall, Seconded Sonia Moyle. Voted all in favour/carried unanimously.</i></p>	
6	Principals Report	Sharon Lyon	<ul style="list-style-type: none"> - Warm welcome to Naomi Cove and Mel O'Leary new parent members to their first board meeting. - Enrolment update since the end of census, funded for 1000 students – 35 were not counted as not returning. Since census 49 students enrolled. Year 9 intake this year has been higher than average. Proving very tight as lost enrolments were Years 10-12 going onto apprenticeship, employment or TAFE. The unusual high number of enrolments for Year 9 has caused difficulties and staffing issues. Still within parameters, but almost full to our capacity, however, we are obligated to accommodate students who reside in our local intake area. - Government push for skilled migrants is impacting us, with many new arrivals from New Zealand and UK. Over two years students must have access to certain subjects, hence difficulties may arise currently placing students. Unable to create extra classes with staffing crisis. - CR from school perspective been positive, as not problematic students. Will be able to count at next years census. - Student capacity 1200. - Year 7, 2025 enrolments to date tracking well. Forecast 180. Year 9 cohort now sitting at 210. May lose next year due to TAFE, pre-apprenticeship. <p>Key Events</p> <ul style="list-style-type: none"> - Minister of Education Dr Tony Buti visit to College. Looked at funding and viewed upgrades to Netball courts. Accompanied by Caitlin Collins MLA. - NAIDOC Week celebrations, free BBQ, cultural dance, face paints, murals, positive event. Thank you to Ben Dawkins and Tina from FTD Program. Former student, Howie 	

			<p>returned to support event and guide performers – a great ambassador for our school and students.</p> <ul style="list-style-type: none"> - Year 10 Dinner Dance at AQWA. Brent Jarvis-Spinks and Heather Currie organised a great night. Excellent behaviour. <p>News</p> <ul style="list-style-type: none"> - Our inaugural entry into H2GP (Hydrogen Grand Prix) hosted by Chevron. BSC entered 3 teams – one of which was an all-girl team - raced all day on Friday, 26 July. Students built, powered and practiced regularly. Placed 2nd, and Top Public School in competition. Other two teams came 8th and 10th out of 20 teams. Excellent result. Trophy proudly on display in front office. - Up next, First Lego League. Preparation will now commence. - BSC hosting robotics finals mid-October. Practice will take place during school hours and over holidays. - BSC nominating for WA Education Awards 2024 'Wellbeing and Learning' category. Criterion tabled. Felt we have a strong nomination. Working group formed and final draft completed by next week. Focus will be on student achievement, T&L, cricket, netball, specialist programs, care structure of Student Services, inclusive education, funding and connections and partnership with our Tertiary providers and STEM providers. Important for staff involved that we feel they are doing extremely well in that field. No monetary award for short-listed finalists, but winner of each category receive prize of \$20,000 for school project. - Short listed finalists attend an awards breakfast. <p>Compliance Address next meeting.</p> <p>Strategic Planning</p> <ul style="list-style-type: none"> - How can we increase board link with student council and presence in school community, with involvement on items that are important to students. Help sheet tabled. - Student Council are still working on ideas/fundamentals of student voice. At least 4 to 5 ideas/issues in practice. Principal to bring feedback to board members. Members will act as a mentor for those students, be their guiding voice, touch point. Board has a wealth of experience and able to bring a certain perspective. - Students will come up with ideas/issues i.e. toilets/food options in canteen. Mobile phones just raised with Exec Team, requesting that phones don't go off until 8:40am. Agreed phones will not be confiscated prior to 8:40am. Once warning bell goes at 8:40am phones' away. To be trialled until Christmas. Councillors have addressed Form Classes with new rules and expectations. - KJ – Will there be risk management/framework for mentoring/rules of engagement with students? Mentoring of students will be within school hours, Teams software suitable environment. As a Mentor can also buy in, excellent opportunity for us as a Board to 	<p>Check if volunteers required for these events.</p>
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		<p>give back to community, opportunity to share wealth of our knowledge. Comparative to a workplace environment, provide ideas on how you would manage, guide with correct channels.</p> <ul style="list-style-type: none"> - Set up collaborative page on Teams. Board member and staff member both present? Terms of duty and care. Set parameters, but they pick subject, forum, guidance. Triage for Steering Committee. - With significant matters invite student rep to attend meeting to provide information (or join via Teams from home). - Multi-group – staff, parent, community, industry rep in group – teacher as facilitator for each group. - Council could form working groups to prep/work together. - Is idea manageable? A need for students to think about issue raised. Provide student direction on how to investigate/prompts. - Approx. 30 student councillors not guaranteed all will be at every meeting. - Ensure manageable. - Work on 3 items this year. - Groups of 3 – staff, community and rep - Students can opt in. - Form Teams Group. - One week to respond to questions submitted from students. - Option to submit video log on progress. - Subjects that are important to the students, with aim to building skills on negotiation to take student forward post-education. <p>General Business</p> <ul style="list-style-type: none"> - Career Expo – invite students to workplaces, career pathways to be inspired by. Can for example the Defence Force visit the school (expo style) and promote careers? Universities were at our last parent/teacher interview evening, along with FIFO and artist. Chair did for a couple of years, very difficult with student uptake. Students attend the expos at Convention Centre. - In-house expos are not well attended at schools, hence struggle to get organisations to come in for out of hours events. - Funding going into Years 9 and 10 to Career excursions, course tasters, taken during school time. - Goal and exposure for students - our Career Practitioner provides whole exposure starting in Years 7, 8, Year 9, Try-a-Trade, expos. - Adam Smith (Senior School Pathways) individually sits down with students to work out detailed pathways, works with students and parents collaboratively. Students know they can meet with him or Career Practitioner during the school day. Can put them in touch with relevant events/organisations. Tailored plan individualised for each student. - Years 12's exit survey - post school survey sent by Department is sent to all students. - NC feels Year 11 would benefit from survey also. - 12 students now completing Cert IV in EA one day a week at school (through TAFE). 	<p>Set up guidelines, structure.</p> <p>Set up Teams group page to work with Student Councillors</p>
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			Parent/Teacher Interviews <ul style="list-style-type: none"> - Parents are time poor, hence low uptake on parent/teacher interviews. - Encourage uptake for parent/teacher interviews. Face-to-face conversations is beneficial to build up rapport, even if box is not ticked. Consider a blanket tick to see if bookings increase. Some parents still attend if not ticked. Constructive feedback positive. Scenarios discussed around benefits / downside of reporting and teacher meetings. 	
STRATEGIC DIRECTIONS				
7	Actions Arising	Steve Hall	Addressed in Principal's summary	
			Meeting Closed: 7:48pm Next Meeting: Monday 2 September 2024.	

REMAINING MEETINGS FOR 2024

Mondays 2 September, 4 November and 2 December.