

MINUTES
BELRIDGE SECONDARY COLLEGE BOARD
COLLEGE BOARD MEETING
Meeting No. 91

Date:	Monday 2 September 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	Sonia Moyle (Community Member)

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 September meeting, commencing at 6.00pm. • Apologies received - as detailed above. 	
2	Minutes of Meeting	Steve Hall	Minutes of Meeting No. 90 dated 29 July 2024 Approved as a true and correct record and signed by the Chair, Steve Hall. Moved: Melanie O'Leary Seconded: Naomi Cove All in favour / carried unanimously	

2.1	Disclosure of Interest	Steve Hall	<ul style="list-style-type: none"> • None declared. • Members reminded that any matters, names or data discussed are strictly confidential. 	
3	Business Arising	Name	None	
4	Actions Arising	Steve Hall	ICT Replacement plan. Addressed in Finance report – complete.	
5	Financial Report	Kerrie Ward	<ul style="list-style-type: none"> • Schedule of ICT replacement plan 2022-2026 tabled. BYOD is encouraged. • C&C collection rate report dated 2.9.24. Recent drive in chasing outstanding fees. <ul style="list-style-type: none"> - Year 7-10 - 76% - Year 11-12 - 74% - Voluntaries - 68% <p>Exceeding end of year target. Payment reminders create a lot of questions from parents. Looking into QR code link to fees. Compass will have similar function for events/excursions. Voluntary fees enable us to purchase resources for students. Note: Date at bottom of C&C should be 2 Sept 2024 (not 1 August)</p> <p>Subject courses on offer for 2025 and fees</p> <ul style="list-style-type: none"> • 2025 report tabled. Increase, decrease, and course changes highlighted • Y11 Biology will to be running next year • Science small increase \$5 materials / experiments • Some down in price (where fee previously included excursion) • Course name of Integrated Science changed to Science in Practice • Health Studies ATAR will not run (Unis currently seeing high demand for health studies.) • Music – course code changed to 9ELMUS • 3D Art not running for Year 9 • Cost increases reflect on rising costs of subscriptions/materials across many of Arts subjects. • Dance increase reflects costumes, competitions • Year 11 Fashion not running in 2025, Year 12 class will run for 2025 though. • Business – Computer Science ATAR / Applied IT – not running 2025 due to low uptake. • General Automatic will switch to Cert course. • French currently one class each for Years 7 and 8 • Items in red detail extra costs and voluntaries. <p>Pathways</p> <ul style="list-style-type: none"> • ATAR x 40 students next year. Normally sits at 60 • Students have been counselled thoroughly this year. Trend of students currently veering towards Cert courses and alternative/easier pathways. • Entry levels are increasing for VET • Students aware they can complete a uni prep course with no pre-requisites, rather than complete ATAR for entry to uni. 	

			<ul style="list-style-type: none"> • Will ATAR become redundant? Stats are showing a decline and universities giving early offers. • Conflicting ideologies (i.e. NAPLAN), students move to a different secondary school to take other courses we do not have on offer, unfortunately we cannot fund low uptake for courses. • Conduct review of current pathway trends? ATAR has rigour to that enable students to be well prepared for university courses. • Do we need to start forward planning on subjects on offer to future proof ATAR courses? Raise at Secondary Schools NW Principals Network. • Build on our elite/specialist subjects with subjects that lead to ATAR. • STEM build – can we build on focus through this line? • Pull stats of NAPLAN results of Year 9. Plan for Years 7 and 8 students who are not strong academically, then look at general/certs courses. • Look at data for Fashion Design to see where students are sitting – plan for ATAR or Certificate course. • Had an increase in cricket applications for 2025 intake. • Are we comparable to other schools with number of courses we offer? BSC offer more in terms of choice. Fine line between what is financially viable. Class sizes may increase. Minimum i.e. maths specialist 4 students, look at combining some classes, but only where viable. • Questioned why NAPLAN only goes up to Year 9. Results come in too late and students have already chosen their subjects for following year. Transitioning students in engagement program. Students going into TAFE in Year 10 would use the Year 9 NAPLAN results. <p>Move for financial summary and proposed course increases/changes to be accepted by the Board as presented by Kerrie Ward on 2 September 2024 and by all those present. Voted all in favour/carried unanimously.</p> <p>Moved: Michelle Austin Seconded: Ben Dawkins</p>	Look at Fashion data. Where are students sitting and plan for ATAR/Cert courses.
6	Principals Report	Sharon Lyon	<p>Proposed SDD dates for 2025 tabled:</p> <ul style="list-style-type: none"> - Monday, 3 and Tuesday 4 February. - Friday 28 March (day after Year 12 Ball) - Friday 30 May (agreed with JLC Primary schools combined half or full day professional learning) - Monday 21 July – Day 1, Semester 2 (previously Week 4). - Last day of the year Friday 19 December (half day trade-off?) <p>These dates will be shared with our primary schools, to account for younger siblings.</p>	

		<p>Staff claiming DOTT owed.</p> <ul style="list-style-type: none"> • Staff who have been under by 10 mins per week can claim back time (max 5 hrs) 3hrs on last day of the year. If owed more than 3 hours will be given two hours in Term 4. Not available to L3 Admin staff or those with additional Admin/release time. <p>Staff Development Day – 9 August 2024</p> <ul style="list-style-type: none"> • First aid training delivered to 32 staff. Thank you to HPE staff who did a fantastic job. Positive feedback received. <p>Teaching & Learning Audits</p> <ul style="list-style-type: none"> • Currently undergoing. Exec Team are dropping into classrooms looking for RLEARNERS framework being delivered. Positive observations to date. Much stronger routines and making headway. <p>Bell Times</p> <ul style="list-style-type: none"> • Still in negotiation. Feedback received from union that proposed changes were not supported. Each period/lesson currently 62 minutes. Want consistency with lesson time to ensure all lessons have time for a review at the end. • Increased form time from 10 to 15 minutes to include wellbeing, study tactics etc. • In General Agreement, teachers can teach a max of 1280 minutes per week, however, this is not the same amount of time a child can be exposed to teaching = instructional time. DOTT is 80:20 therefore is full 1280 = 320 DOTT required. • 20 x lessons x 60 minutes = 1200 minutes = 300 minutes DOTT, plus 60 minutes form (15 DOTT) • Form time pushes over the allocation. Staff have consulted union as they are under by 2 minutes per day. Options proposed were finish Y7-10 at 2:40pm and senior school till 3:10pm. Rejected by union as all students not involved in the College. Another option – add 5 minutes transition at end of each lesson. This affected DOTT therefore not allowed. • Currently pending with model Version 7 under consideration. V7 means we cannot finish early on the Wednesday. Original early finish on Wednesdays for students enabled staff meetings to finish by 4pm. • Current calculations in general agreement archaic and may have been built when schools had a seven-period day. Numbers do not fit accurately with 5 period day. Will keep working on best fit, which is compliant. • Suggestions provided to date do not solve the problem. Staggered breaktime also not an option. • Solution is 62 minutes class but cut form time. However, form time enables us to deliver Berry Street and info. Importance around checking-in with students every day and form class enables this. 	
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7	Student Led Projects	Sharon Lyon	<p>5 suggestions put forward by Student Council.</p> <ul style="list-style-type: none"> Aim to select 3 to work on. Bag Storage: (Not lockers), bags on ground outside library and quad space. Shelves would block vision, and birds are an issue. Need solutions. General yard maintenance: Garden maintenance, large yellow blocks peeling, poles, wooden benches maintenance. Toilets. Canteen: Investigate wider variety of food/healthy options/ theme days (i.e. curry, burgers). Recycling: Specialised bins for recycling/general rubbish. Dome topped bins with no lid deter birds. <p>Board selection of projects put to vote:</p> <p>Bag Storage – 5 votes Yard – 5 votes Toilets – 7 votes Canteen – 7 votes Recycling – 3 votes</p>	

			<ul style="list-style-type: none"> • Bag Storage and Yard Maintenance projects to be combined. Therefore, projects going forward are: <ol style="list-style-type: none"> 1. Bag Storage/Yard Maintenance 2. Toilet updates 3. Canteen <p>What Next?</p> <ul style="list-style-type: none"> • Budget to be allocated for each project. Principal will report back to Council. Students can opt into projects they wish to work on. Councillors meet with Principal twice a term. • One group at a time can report and provide update at each board meeting. • Set up Teams group to enable communications and set timeframe. • All year groups of student council involved. • No need to approach students yet. • Primary focus to guide students in leading projects and take ownership, form a committee, working bee group. • Staff/Board members will guide them and liaise on progress. • Low level projects will provide leadership and communication skills, experience in reporting techniques. • All students to be offered opportunity to become involved, not just councillors. • Consider linking into the house point system with PIP points. • Students to manage budget, have a hand in numbers and obtain quotes. 	Nicky set up Teams Group and send invites out to participants.
8	Compliance	Sharon Lyon	<p>Behaviour Management Plan Review</p> <ul style="list-style-type: none"> • Return from suspension process recently reviewed by Student Services, following staff feedback. Document regularly updated. • CR students carrying red tracking card will often lose it because they do not want to show parent/staff. Process has changed to targets being recorded in Compass and commented on by staff at the end of the week. Staff are on board. Parents can also see comments on Compass. Working well, focused on students targets. Students who on red cards have tendency to be forgetful and unorganised. Updated process created better communications between school and home. <p>Workforce Plan Survey</p> <ul style="list-style-type: none"> • 44 responses to date; will address requests for FTE reductions, retirements x 1, proposed LSL or LWOP. • 17% of respondents indicated wish to apply for L3 class teacher. • Pursuing promotion within DOE - 15% Maybe / 17% Yes. • Staffing processes in motion: Permanent HOLA Maths, Science Teacher, HASS Pool, Dance teacher (backfill Terms 1-3). 	

9	Open Board Meeting Planning	All	<p>Open Board Meeting Format and Ideas</p> <ul style="list-style-type: none"> • Table early planning from our Student Led Projects (SLP) • Catered for by our Hospitality students. • AEP students stay back and present to board, i.e. Canberra tour (student recently presented to Rotary Club on experience of excursion to Canberra), Hydrogen project with involved students. • Target ATAR minded students, showcasing talent. • Catwalk of Fashion Design projects. • Hear from our students: <ul style="list-style-type: none"> - Year 12 Leaders experience - Student experience of Follow the Dream Program • Staff presentations • STEM build for 2025 open meeting. • Invite primary school's boards, invite parents/prospective parents. Tie in with AEP Showcase. • Update to School Values, house structure and leadership roles for students • Extra-curricular opportunities: AEP Canberra trip, international trips, well-cared for, opinions taken seriously, house structure (creating sense of belonging), student council report, student voice section (Student Led Projects). • Focus on academics, student achievements, hydrogen, highlighting specialises programs and successes, mini catwalk, musical, • Visual displays. 	BD – invite H Eades to present on experience of FTD and his pathway
STRATEGIC DIRECTIONS				
10	Actions Arising	Steve Hall	None	
Meeting Closed: 7:47pm Next Meeting: Monday, 4 November 2024 – OPEN				