MINUTES
BELRIDGE SECONDARY COLLEGE BOARD
COLLEGE BOARD MEETING
Meeting No. 105

Date:	**Monday 7 September 2026**	**Chairperson**	**Steve Hall**
Time	**6:00pm**	**Minute Secretary**	**Nicky Harris**

MEMBERS	Steve Hall (Chair/Parent member), Sharon Lyon (Principal), Michelle Austin (Community Member), Kush Jalota (Community Member), Sonia Moyle (Community Member), Melanie O'Leary (Parent Member), Naomi Cove (Parent Member), Laure Musy (Parent Member), Brent Jarvis-Spinks (Staff Member), and Adam Smith (Staff Member) **In Attendance:** Kerrie Ward (Manager of Corporate Services), Nicky Harris (Board Secretary), Louise Hall (Deputy Principal)
APOLOGIES	Naomi Cove, Kush Jalota, Sonia Moyle, Melanie O'Leary

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. • Chair welcomed members to the September meeting, commencing at 6.00pm. • Apologies received - as detailed above.	
2	**Minutes of Meeting**	Steve Hall	**Minutes of Meeting No. 104 dated 3 August 2026** ***Approved as a true and correct record and signed by Board Secretary on behalf of Chair, Steve Hall.*** ***Moved: Laure Musy*** ***Seconded: Sharon Lyon*** ***All in favour / carried unanimously***	
2.1	**Disclosure of Interest**	Steve Hall	None	

3	**Business Arising**	Sharon Lyon	• Sports Science Centre: The project brief has been issued to three artists, who will each develop a design for a perforated metal artwork that is visible from a distance and therefore not overly intricate. Each artist will present their concept to the selection panel for 20 minutes, after which the panel will make a final selection. The preferred artwork is expected to be selected by Week 9. • Construction Tender: The tender process will be released to builders later this month. There have been no structural design changes or significant updates to the internal fit-out since the previous Board meeting.	
4	**Actions Arising**	Sharon Lyon	• School relations – SL planning on attending feeder PS's board meetings to provide an update on Sports Science Centre and facilities in 2027. • CR PS visits now complete and now organising transition events. • Last day of 2026 Student Led Projects (SLP) activities currently being considered to target school improvements. Purpose to make the last day of school year meaningful with student involvement and taking ownership of their work. Parameters being looked at and suggestions being considered. • AS – Certificates of Appreciation to acknowledge SLP work positive for student portfolios. • C&C's now complete – detailed in August newsletter.	
5	**Financial Report**	Kerrie Ward	**Financial summary report as at 28.08.26** • Income Revenue broken down: Most of anticipated revenue has now been received and being spent. • Cash Budget Variance $78,743 (unallocated money). • Towards middle of Term 4 will collapse some of the budgets • Bank balances remain healthy, with strong investment account balances. • Funds were recently transferred from the Reserve Account, as outlined in the report, including the installation of WAPs (wireless access points) across the school. A further 20 WAPs are planned. The rollout is being staged to manage workload, with only one Network Administrator overseeing the project. • A WAP installation on the oval has been identified as a future priority. • One line budget salaries forecast variance $823,295 partly carried over from 2025 enabled by tightening of timetable, not backfilling short term leave, then allocated towards salaries • $742,872 carried over from last year. • Y11/Y12 Teachers are freed up in Term 4 and therefore pick up cover as their workload is lighter. • C&C's collection rate as of 24 August: Y7-Y10 Subject Charges 75%, Year 11 and Year 12 Subject Charges 66% and Y7-10 Voluntary Contributions 59%. • Income from Year 11 and 12 cohorts is slightly below this time last year. A number of families are on payment plans, with voluntary contributions often impacted first when families experience financial difficulties. • Site plan with proposed four additional CCTV cameras tabled for information. Need for added security to monitor school bags left outside class. Student Services highlighted black spots for these areas. $6200 quote approved and planned installation during school holidays.	

			• The security system has proven effective for monitoring gate access during school holidays when staffing levels are reduced. • 30-day limit of saving footage. • DOE Security are required to approve extra cameras. • CCTV points will be run in for sports science centre, but cameras not supplied. ***All members present reviewed and approved the Finance Report.***	
6	**Principals Report**	Sharon Lyon	**Planning Open Board Meeting 2026** • Reviewed the agenda from last year's Open Board Meeting. • Agreed to highlight the success of the Dance and Fashion programs, specialist programs, the Sports Science Centre development, and Cricket and Netball achievements. Additional suggestions were invited. • Proposed inclusion of presentations on the Canberra Tour and the Science Champions program, including visits to local feeder primary schools. • LM offered to distribute details through her school network. • Discussed promoting the success of the Dance Showcase, particularly considering the introduction of Cert III Dance next year. • Adam provided a brief overview of VET and Pathways in 2025, noting the importance of acknowledging local employers and businesses that support students through Workplace Learning (WPL). • Agreed to showcase the breadth of student involvement, including extra-curricular opportunities. • Adam noted the success of the Career Pathways Events Club, established by Ashley Mouritz, which continues to attract healthy student participation. • The AEP Showcase scheduled on the same evening. • Event promotion through feeder primary schools, invitations to parents and staff, and student-led presentations. • Noted that the Chair will be an apology for the Open Board Meeting. *Compliance & Accountability Calendar September review of Workforce Plan and Behaviour Management:* **Workforce Planning** • 2-year survey went out last year seeking Staff intentions. • Staff have returned their requests for part time in 2027. LH working this into timetable. • Plan will e updated by end of term with any risk factors and mitigations strategies – no key issues identified at this stage. Once plan finalised will bring to next meeting. **Review of BMiS** • GSM is scheduled this week. The Executive Team will review the Behaviour Management Plan (BMP) with staff and provide an update.	

			• Suspension data was tabled. Since the implementation of Berry Street practices, there has been a significant reduction in both the number of suspensions and total suspension days, with a notable decrease in the severity of behavioural incidents. • Members of the Executive Team have undertaken additional professional learning in trauma-informed crisis intervention, with new practices to be incorporated into school processes. • ERT members are equipped with walkie-talkies to enable immediate staff support. Upon arrival, ERT staff take responsibility for managing the situation, allowing classroom staff to step back and disengage from verbal interaction. • CR provided an update to the Senior Leadership Team on HOLA referral processes, with a supporting checklist to be distributed. • During GSM, SL will present the lockdown drill review and seek feedback. Minor updates have been identified. The importance of regular evacuation and emergency procedure refreshers was noted to support new staff, clarify roles and responsibilities, and reinforce effective radio communication. **Facilities and Resourcing** • The cricket nets on the oval sustained significant damage during the recent storm. Funding for replacement will be shared between insurance, the Department, and the College, with BSC contributing approximately **$30,000** from reserves. Replacement metal nets, with an estimated lifespan of 20 years, are required before the commencement of the cricket season next term. • New shaded seating will be installed on the blue courts at a cost of approximately **$50,000**. The structure will feature Colorbond roofing and is expected to enhance student amenity and provide increased protection from heat. • The Board noted that both projects represent valuable investments in student facilities and wellbeing. **School Board Membership** • Following the resignation of HC, a vacancy exists for a staff representative on the Board. The Board and SLT acknowledged and thanked Heather for her significant contribution to the school over many years and wished her well in her future endeavours. • An EOI process has been circulated to all staff, with NH currently overseeing. An election process will be run shortly.	
STRATEGIC DIRECTIONS				
7	**Any other business**	Sharon Lyon	• The December Board meeting venue has been confirmed. Meeting details and menu selections will be circulated in November. • SL thanked all for their contributions.	
			Meeting Closed: 7:00pm **Next Meeting: Monday 2 November 2026 (ANNUAL OPEN MEETING)**	