



BALCATT A SENIOR HIGH SCHOOL
School Board Meeting
Wednesday 27 March 2019
Staff Room

Minutes of Meeting – 27 March 2019		
<p>Attendees: Community Members: Carli Sanbrook, Ted Snell Parent Members Georgina Dragicevich-Knight, Karen Paull, Helen Notis (Chair), Phillip Saraceni, Igor Veljanoski Principal: Helen Maitland Staff: Kevin Castensen, Tessa Curtis, Kevin Fraser Secretary: Anna Sanzogni Students: Suhasi Patel Invited guests/observers: Sharon Beccarelli</p>		
1.0	Welcome and Apologies	Actions
1.1	<p>Opening and Welcome The Chairperson opened the meeting at 6pm. Ms Notis welcomed Board members, observers and invited guests to the second meeting of the Board for 2019. She introduced this evening's student representative, BSHS 2019 Head Prefect, Suhasi Patel.</p>	
1.2	<p>Apologies Margaret Banks, Chris Hatton</p>	
2.0	Review of Previous Minutes	
	Helen Notis presented the Board with the minutes of the meeting held on Wednesday 27 February 2019 for approval. Board members endorsed the minutes of the previous meeting as complete and accurate.	
3.0	Correspondence	
	<p><i>Inward:</i> Ms Notis acknowledged the emails received from Board members congratulating Mrs Maitland on her appointment as Principal of Balcatta Senior High School. <i>Outward:</i> None</p>	
4.0	Student's Report	
	<p>Ms Notis welcomed the student representative for this meeting Suhasi Patel and thanked her for giving up her time to speak to the Board.</p> <p>Suhasi described the leadership, extension and educational opportunities which had been afforded to her at Balcatta Senior High School. She made particular reference to the leadership opportunities through the student council and the dance program and extra-curricular activities such as peer support, debating, the Lions Public Speaking Award and City of Stirling Youth Council. She concluded her address to the Board by discussing the benefits of Studiosity (ECU online tutoring program) provided for year 10-12 students at the school which she used extensively. She felt that these opportunities would assist her in achieving her post school aspiration to study medicine.</p>	
5.0	Finance Update	
	<p>Proposed 2019 Budget Ms Beccarelli presented the Board with the Preliminary One Line Budget Plan Statement and Preliminary Student-Centred Funding Statement, Cash and Salaries Plan issued on 18 March 2019. Budget is still preliminary and is expected to become operational in April. The school is nevertheless able to operate and honour planned financial commitments.</p> <p>Census number of 605 students have been accepted by the DoE.</p> <p>Ms Beccarelli concluded her report by giving a breakdown of the 2019 Contributions and Charges collection rate and the measures in place to optimise collections. Ms Dragicevich-Knight suggested that the school explore the possibility of giving discounts to families who pay in full to encourage early payment. Ms Notis acknowledged the efforts of Ms Beccarelli and her team to improve the collection rate.</p>	
6.0	Draft Annual Report 2018	
	Ms Maitland tabled and spoke to the <i>Draft Annual Report 2018</i> . The final report will be presented at the next meeting. After discussion, Board members ratified the draft report for uploading to the DoE prior to the end of term one.	Mrs Maitland to table final copy of the <i>Annual Report 2018</i> at next meeting.
7.0	Positive Engaged Classrooms Connect Community (PECC)	
	Ms Curtis outlined the purpose and day to day functions of the <i>Positive Engaged Classrooms Connect Community (PECC)</i> . In this community participants share resources, links, professional readings and other associated strategies to support teachers in providing a positive and engaging school experience for students.	

	<p>Initial resources in the PECC are based around the Berry Street Model. In 2018 six staff members undertook a four-day training program in the Berry Street Trauma Informed Education Model. <i>Teach for Australia Associates</i> have also received training in two of the modules prior to starting in the school.</p> <p>At the recent whole staff meeting, two strategies were introduced for the whole staff to implement:</p> <ul style="list-style-type: none"> • Unconditional Positive Regard which encourages staff to facilitate an environment where a student feels valued regardless of the presenting behaviour. • Golden Statements - a way of structuring statements to clearly identify directions and expectations. 	
8.0	Principal's Report	
	<p>The Principal presented a report on the many activities and events, which have taken place since the beginning of the year. These included:</p> <ul style="list-style-type: none"> • A successful parent tour with over 50 participants. • Interim Report Evening – well attended and positive. • THRIVE Transition Program attended by all Year 7 students at Perth Convention Centre. • National Day Against Bullying activities in form class. • Year 7 Camp. • Primary School Presentations re: enrolments for 2020 have commenced. • 2019 Academic Enrichment and Extension activities – Debating and Have Sum Fun Maths Competition – are underway. • Successful Innovation Partnership funding submission. Lead teachers Matthew Witcombe and Tessa Whiting are working with staff at BSHS as well as partner school Wanneroo SHS to develop a project to improve student engagement and 21st century life skills. <p>Academic</p> <ul style="list-style-type: none"> • Year 10-12 students have been provided with Studiosity Card and information. • Year 10-12 students have completed OLNA. Results released early term two. <p>Staffing</p> <ul style="list-style-type: none"> • Supernumerary Level 3 Student Services has proved a very useful and positive addition to the staff. <p>School Review</p> <ul style="list-style-type: none"> • Learning Area Review meetings are underway. Focus of these meeting is Y12 Data and plans for improvement. HOL/TICs well prepared. <p>Planning</p> <ul style="list-style-type: none"> • Prospectus nearing completion. • Planning for 40th Anniversary of G&T Visual Arts Program to be held on Saturday 2 November 2019 is underway. <p>Other Business</p> <ul style="list-style-type: none"> • BSHS has been invited to participate in a Principal Information Session re: <i>DoE International Education Action Plan</i> which is looking at strategies to increase the number of international students enrolled in public schools. 	
9.0	Other Business	
	Ms Notis concluded the meeting by formally acknowledging the excellent leadership provided by Mrs Maitland and her executive team in this important phase of the school's development.	
11.0	Meeting Close	
	The meeting was closed by Helen Notis at 7 pm.	
12.0	Next Meeting	
	22 May 2019	

Minutes accepted by: _____

Date: _____

Minutes seconded by: _____

Date: _____

Signed (Chair): _____

Date: _____

Signed (Principal): _____

Date: _____