



BALCATT A SENIOR HIGH SCHOOL
School Board Meeting
Wednesday 14 August 2019
Staff Room

Minutes of Meeting – 14 August 2019		
Attendees: Community Members: Margaret Banks, Chris Hatton, Carli Sanbrook, Parent Members Georgina Dragicevich-Knight, Helen Notis (Chair), Phillip Saraceni, Igor Veljanoski Principal: Helen Maitland Staff: Kevin Castensen, Tessa Curtis, Audrey Smith Secretary: Anna Sanzogni Invited guests/observers:		
1.0	Welcome and Apologies	Actions
1.1	Opening and Welcome The Chairperson opened the meeting at 6pm. Ms Notis welcomed Board members to the fifth meeting of the Board for 2019. She welcomed the school's newly appointed Associate Principal Audrey Smith to the Board. Ms Smith introduced herself and spoke briefly of her educational background. Board members present, introduced themselves and gave a brief resume of their skills and background.	
1.2	Apologies Sharon Beccarelli, Karen Paull, Ted Snell	
2.0	Review of Previous Minutes	
	Helen Notis presented the Board with the minutes of the meeting held on Wednesday 19 June 2019 for approval. The minutes were endorsed as complete and accurate.	
3.0	Correspondence	
	<i>Inward:</i> Items of correspondence received from Kevin Fraser and Karen Paull were tabled for further discussion during <i>Other Business</i> at the end of the meeting. <i>Outward:</i> None	
4.0	Actions Arising	
4.1	School Business Plan Target Review (SBPTR) Priority 3: Student Engagement. Priority 4 effective leadership and Governance. As Board members had received this document just prior to the meeting giving them little time to respond, Mrs Maitland requested that the document be emailed to Board members again and that any feedback be sent to Principal on or before the next meeting.	A.Sanzogni to email <i>School Business Plan 2017-2019 Target Review</i> document to Board members for comment and feedback prior to next meeting.
5.0	Finance Update	
	Prior to the meeting, Board members received the <i>Operational One Line Budget Plan Statement, Cash Report and Salaries Plan</i> issued on 6 August 2019 as well as the minutes of the Finance Committee meeting held on 16 May 2019. At the meeting the Principal tabled the current <i>Voluntary Contributions and Charges Collection Rates for the Calendar Year 2019</i> and responded to questions from Board members regarding the school's finances. As the Manager of Corporate Services was not present, Board members were asked to email any further queries regarding these documents to her.	
6.0	Student Services Update	
	Ms Curtis gave the Board an overview of attendance figures, factors affecting students' attendance and measures being taken to improve attendance. She reported to the Board that during term one of this year there had been a significant improvement in the number of students with regular attendance. Ms Curtis concluded her report by describing increased student leadership opportunities with a focus on Global Citizenship as well as the Social and Emotional learning curriculum and the timetable of events and wellness programs available to students Ms Curtis also noted that there had been a decrease in suspensions. In response to a comment from Mr Castensen as to the contributing factors Ms Curtis spoke about the restorative practices which took place upon a student's return to school as well as significant engagement with students' and their families. Mr Hatton who lives and works in the local community commented on the positive behaviour and appearance of students after school.	

7.0	ESAT (Electronic School Assessment Tool) Review	Ms Notis and Mrs Maitland to convene School Board ESAT Working Party. Update at next meeting.
8.0	<p>Principal's Report</p> <p>In her report the Principal discussed the many events and activities which have taken place in the school since the last meeting, with particular reference to the following:</p> <p>Census Mrs Maitland thanked Audrey Smith for her hard work in successfully completing the recent census.</p> <p>Upgrade</p> <ul style="list-style-type: none"> • Infrastructure upgrades have been undertaken during school holidays, mainly at the front of the school. • External walls of the new build are being erected. • Service infrastructure for Stage 3 to commence in A block shortly. <p>School Events and Activities</p> <ul style="list-style-type: none"> • Semester One Academic Presentation Assemblies Week 10 Term 2. Positive and well-attended by parents and caregivers. • Four Year 12 students successfully completed Short Course at ECU and received credit towards WACE. • GAT Art Exhibitions. A number of student pieces have been selected for various Exhibitions. St George's Art 2019, META, ECU Young Originals, City of Armadale Torren Whissen received prizes at both St George's Art and City of Armadale Exhibitions. • Primary School Art competition "Self Portrait". All Local Intake primary schools entered student work. The creativity and quality of students' work was impressive. • Euphoria Music and Dance performances were held over three nights. Students performed well at both events. Performances were well attended by parents/caregivers and staff. • Music: Choir will be performing at Churchlands SHS this Sunday. Group entered in the WA Classical Guitar Ensemble Festival performing Saturday 24 August. • Academic Extension. Review of Semester one data resulted in one student move and two additional students offered a place in the program. • Academic Extension/Enrichment - Optiminds Challenge is underway. - Girls in STEM at TAFE 10 Year 9 & 10 students have been selected to attend this workshop. - Year 7 AEP class have participated in Robotics workshop. - Year 7 Electronics Club is going well. - Save the World Club - Year 10-12 students are meeting at lunchtimes to identify big issues facing the world with a view to creating solutions. Mr Aird is co-ordinating this program. <p>Academic</p> <ul style="list-style-type: none"> • Semester One Academic Review Process is underway <p>School Review</p> <ul style="list-style-type: none"> • Business Plan is under review, • Public School Review. Our Public School Review is scheduled for Term 4 - 21 November 2019. <p>Planning</p> <ul style="list-style-type: none"> • 2020 Year 7 Academic Extension Program. 48 students have taken part in testing. 30 places have been offered. • Local Primary School Presentations. Mrs Maitland continues to make presentations to Local Area Intake (LIA) Primary School Boards/Councils and P&C's. These have been well received, parents keen to know about our programs (Academic Extension) and upgrade news. • Transition Activity. Balcatta SHS hosted and ran Spelling Bee. Three LIA Primary Schools participated. Student leaders did a great job running the event led by Tessa Whiting, AEP coordinator • Department of Education "Study in Perth". Photo shoot planned for Tuesday 20 August. Focus on Chinese students. • GAT 40th Anniversary. planning is well underway. City of Stirling receptive to showcase our 40th. Shaun Tan may attend Friday 1 November event at the City of Stirling. GAT tutors have been invited to create 40x40 art piece for the Anniversary exhibition 	

	<ul style="list-style-type: none"> Education Support Planning: Balcatta SHS upgrade is to include an Education Support Program to cater for up to 75 students. Preliminary planning meeting with DoE, to discuss proposed model/marketing/ level of disability/staffing/buses/building compliance etc. has taken place. <p>Other Business</p> <ul style="list-style-type: none"> Scholars in Residence. The school is currently hosting 3 ECU Pre-service teachers who are undertaking internships. They have been placed in Arts, Science and Physical Education 	
9.0	Other Business	
	<p>Ms Notis tabled an Expression of Interest (EOI) from Kevin Fraser to join the Board as a community member. Board members responded positively to Mr Fraser's EOI and the skills that he could offer the Board. Kevin Castensen proposed and Georgie Dragicevich seconded the motion that the Balcatta SHS Board invite Mr Fraser to join the Board as a community member. The motion was passed unanimously.</p> <p>Ms Notis tabled a letter from parent member Ms Karen Paull in which she outlined the conflicting commitments which had prevented her from attending a number of Board meetings. She also indicated that as her tenure was drawing to a close, it might be opportune for her to step down.</p> <p>Chris Hatton asked whether students had entered the City of Stirling Art Awards, whether there would be an acknowledgement of the traditional owners of the land in the new build and whether the Pinnacles would be preserved. It was noted that all of these issues were being addressed.</p>	<p>Ms Notis to write to Mr Fraser informing him of the Board's decision and inviting him to join the Board as a community member.</p> <p>Ms Notis to write to Ms Paull thanking her for her service to the Board and requesting a formal resignation from the Board.</p>
11.0	Meeting Close	
	The meeting was closed by Helen Notis at 7.15 pm.	
12.0	Next Meeting	
	Wednesday 11 September 2019	

Minutes accepted by: _____

Date: _____

Minutes seconded by: _____

Date: _____

Signed (Chair): _____

Date: _____

Signed (Principal): _____

Date: _____