BALCATTA SENIOR HIGH SCHOOL
School Board Annual Public Meeting
Wednesday 6 November 2019
Staffroom

Minutes of Meeting – 6 November 2019		
Attendees: **Community Members:** Kevin Fraser, 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 **Students:** None **Secretary:** Anna Sanzogni **Invited guests/observers:** Sharon Beccarelli (Manager of Corporate Services)		
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 2019 Annual Public meeting of the School Board.	
1.2	**Apologies** Margaret Banks, Ted Snell	
2.0	**Review of Previous Minutes**	
	Helen Notis presented the Board with the minutes of the meeting held on Wednesday 11 September 2019 for approval. The minutes were endorsed as complete and accurate.	
3.0	**Correspondence**	
	Inward: None *Outward:* None	
4.0	**Actions Arising**	
4.1	**ESAT** *(Electronic School Assessment)* **Update.** **Priority 4.** Effective Leadership and Governance Mrs Maitland outlined the schedule for the School Review on Thursday 21 November 2019. School Board members Margaret Banks (Community member), Helen Notis (Chair) and Georgie Dragicevich-Knight (P&C President) would meet with the review team to consider the effectiveness of external school relationships and partnerships.	Feedback on 21 November School Review meeting at next meeting.

4.2	**School Board Survey (SBR) Results. Priority 4**
	Board members discussed the findings of the SBR which they deemed to be positive. SBR data is to be used as evidence for School Review. The following suggestions were made to enhance the Board's communications with the wider school community:
	    1. Connect message to be sent when Agenda and Minutes uploaded to the School website.
	    2. Regular updates by Chair in the Balcatta Bulletin.
	    3. Include letter from Board Chair in enrolment packages.
		• Connect message to alert school community that Board Agenda and Minutes uploaded to the School website.
		• Regular Bulletin Updates by Chair.
		• Include letter from Board Chair in enrolment packages.

5.0	**Finance Update**	
	5.1 Finance Update Prior to the meeting, Board members received the *Operational One Line Budget Plan Statement, Cash Report* and *Salaries Plan* issued on *30 October 2019* as well as the minutes of the Finance Committee meeting held on 4 September 2019. **5.2 Ratification of Contributions and Charges 2020** Ms Beccarelli presented the *Balcatta SHS 2020 Proposed Budget* and *Contributions and Charges* to the Board for consideration and ratification. There was some discussion about the P&C charge of $30 per family proposed for 2020 and it was agreed to trial this for 12 months. It was hoped that this charge would provide a boost to P&C finances which could be used to fund special projects within the school. Ms Dragicevich-Knight informed the Board that this year the P&C had subsidised the STILE (Science On-line Learning Program) and Bit Bot Robotics. The Balcatta Senior High School Board unanimously endorsed the *Balcatta SHS 2020 Proposed Budget and Contributions and Charges*.	
6.0	**Annual School Board Report**	
	Ms Notis presented the School Board Annual Report for 2019 in which she outlined the highlights of the past 12 months and the performance of the Board in relation to its functions since the previous annual public meeting.	

	A full copy of the 2019 School Board Annual Report is attached and will be posted on the school website.		
7.0	**School Board Training (SBT)**		
	Board members Tessa Curtis, Georgie Dragicevich-Knight and Phillip Saraceni to attend *On Board for Education* professional development for Board members. The participants will give feedback on this PD at the next meeting.	Tessa Curtis, Georgie Dragicevich-Knight and Phillip Saraceni SBT feedback at next meeting.
8.0	**OLNA Update.** Priority 1: Success for all students	
	Ms Curtis gave a comprehensive report on the 2019 OLNA Round 2 in which she discussed: the inclusion of specific OLNA targets in the Whole School Literacy and Numeracy Plan 2020-2022, the increased percentage of students attaining the Standard by Year 11 as well as school based support offered to students who have not met the standard A complete summary including a statistical analysis was distributed to Board members.	
9.0	**NAPLAN Update.** Priority 1: Success for all students	
	Mrs Smith gave a detailed analysis of the NAPLAN data and the strategies to support students at risk as well as extension strategies for high performing students.	
10.0	**Principal's Report**	

	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:
	
	Upgrade
	• Building is progressing well. It is expected that the new Technology wing will be completed by Easter 2020.
	School Events and Activities
	• **GAT Art:**
	  - Successful GAT Art Exhibition and GAT Art 40th Anniversary Open Day.
	  - Launch of Shaun Tan Emerging Artist Award to coincide with GAT 40th Anniversary.
	  - *Conversation with Shaun Tan* in partnership with City of Stirling (COS).
	  - Four student works selected for COS Art Exhibition.
	• **Music:** BSHS Choir invited to perform in Passion Project to promote WA Mental Health Week.
	• **Academic Extension(AE):** Year 7 AE Halloween cross-curricular activity – poetry, art, music, science and maths in action.
	• **Interschool Athletics Carnival:** Some excellent individual results including Champion Year 8 girl.
	Academic
	• NAPLAN and OLNA: Results released and student reports posted to parents. Data is being analysed and plans developed to support individual students.
	• ICAS Year 7-10 results. A number of students deemed 'outstanding'. Top 10% in Australia.
	School Review
	• **Business Plan:** Work in progress. Latest draft to be presented at next Board meeting.
	• **Climate Surveys:** Data analysis complete. Staff have reviewed data to identify success and challenges. These results will guide future planning.
	• **Public School Review:** Balcatta SHS Public School Review is scheduled for 21 November. All preparation is complete. Interview schedule to be finalised by end of week.
	Planning
	• **Timetable and Staffing:** In process. Some staff have secured positions at other schools.
	• **Education Support Planning:** Balcatta SHS upgrade is to include an Education Support Program to cater for up to 75 students. Meetings at DoE and visit to Swanview SHS to discuss their program	

11.0	**Other Business**	
	Mobile Phone Policy: Mrs Maitland tabled and discussed the *Student Mobile Phones in Public Schools Policy* to take effect in 2020. Balcatta SHS's existing policy meets the minimum requirements and will remain in effect. **Scholars in Residence**: Carli Sanbrook informed the Board that the students who had completed their placements as Scholars-in-Residence at Balcatta SHS this semester had given their presentations at ECU with impressive results. Mrs Maitland thanked Ms Sanbrook for the opportunity to participate in this program. The research studies and programs undertaken by the four scholars in the Arts, Home Economics, PHE and Science learning areas had added significant value to the school	

12.0	**Meeting Close**	
	The meeting was closed by Helen Notis at 7.15 pm.	
13.0	**Next Meeting**	
	Wednesday 4 December 2019. Brief meeting followed by refreshments.	

Minutes accepted by: _____ Date: _____

Minutes seconded by: _____ Date: _____

Signed (Chair): _____ Date: _____

Signed (Principal): _____ Date: _____