

BALCATT SENIOR HIGH SCHOOL

School Board Meeting

Wednesday 2 December 2020

Conference Room

Minutes of Meeting – 2 December 2020		
Attendees: Community Members: Margaret Banks, Kevin Fraser, Chris Hatton, Professor Ted Snell Parent Members Georgina Dragicevich-Knight, Helen Notis (Chair), Phillip Saraceni, Igor Veljanoski Principal: Helen Maitland Staff: David Curtis, Tessa Curtis, Mark Entwistle, Tegan Walker 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 final meeting of the School Board for 2020.	
1.2	Apologies Carli Sanbrook	
2.0	Review of Previous Minutes	
	Helen Notis presented the Board with the minutes of the meeting held on Wednesday 4 November 2020 for approval. The minutes were endorsed as complete and accurate.	
3.0	Correspondence	
	Inward: None Outward: None	
4.0	Actions Arising	
	4.1 Traffic Issues Amelia Street Mrs Maitland and Ms Dragicevich-Knight gave an update on their meeting with COS engineer and local residents re: Amelia Street traffic issues. The meeting took place at the end of the school day so that the traffic congestion could be observed as they occurred. As yet, a number of issues remain unresolved. In his capacity as City of Stirling Councillor, Mr Hatton would follow up the Board's concerns and report back at the next meeting.	Mr Hatton and Mrs Maitland to update Board re: Amelia Street Traffic at next meeting.
5.0	Finance Update	
	5.1 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 30 November 2020 as well as Finance Committee Minutes for Wednesday 2 September 2020. 5.2 Ratification of Contributions and Charges 2021 Ms Beccarelli presented the <i>Balcatta Senior High School 2021 Budget and Proposed Contributions and Charges</i> as approved by the Finance Committee at its 30 November 2021 meeting. After discussion and questions pertaining to controlling cost of utilities, increased chaplaincy funding etc., Ms Notis proposed that the Board ratify the <i>Balcatta Senior High School 2021 Budget and Contributions and Charges</i> as proposed. The motion was supported unanimously. Ms Notis put forward a proposal for a representative from the Board to attend Finance Committee meetings. Mrs Maitland agreed to consider the possibility of Board member to be an invited observer to Finance Committee meetings.	Proposal for Board Representative to attend Finance Committee meeting as an observer.
6.0	Board Membership 2021	
	Two Board Members Ms Notis and Ms Dragicevich-Knight had reached the end of their tenure in 2020. As per the Board's Terms of Reference, Mrs Maitland had called for nominations to fill the vacant positions and was pleased to accept Ms Dragicevich-Knight's re-nomination for another three years. Ms Notis tendered her resignation as Chair and member of the Board. As no other nominations were received, nominations for parent representatives would be called for at the beginning of 2021.	
7.0	Proposed Meeting Dates 2021	
	After some discussion the Board agreed to reduce the number of meeting dates for 2021 on the proviso that meetings would be longer if required, particularly when they involved complex data analysis. Margaret Banks stressed the importance of providing relevant documents in advance of the meetings. This would allow Board members time to digest information and provide	

	considered feedback. It was also agreed that special meetings would be called if urgent matters arose.	
	Agreed Meeting Dates 2021 Term 1 24 February 24 March Term 2 9 June Term 3 11 August Term 4 3 November (Annual Public Meeting) 1 December	
8.0	Principal's Report	
	Mrs Maitland presented a comprehensive report which focused on: <ul style="list-style-type: none"> o Projected improvement in school numbers for 2021. o The progress of the Balcatta SHS Upgrade and Refurbishment. o STEAM. All Year 7 and 8 students to complete one semester of STEAM. o Education Support Program: 2021 enrolments, transition meetings, parent information sessions, resource provision and ongoing professional learning. o Participation in regional initiative - NMER strategy for disengaged young people. o School Business Plan and School Improvement. 	
10.0	Other Business	
	Mrs Maitland concluded the meeting by thanking the outgoing Chair Ms Notis for her unconditional support for the school, her tireless work and significant contribution to the school both as Board member and Chair and wished her well for the future. Ms Notis led the Board through many significant milestones including the achievement of Independent Public School status and successfully lobbying for the Balcatta SHS Upgrade. On behalf of the Board, Mrs Banks expressed her thanks to Ms Notis for her excellent leadership of the Board. Ms Notis responded that it had been a privilege and an honour to perform the role of Chair in this crucial and exciting period for the school and thanked past and present Board members for their dedication to the school and their collective achievement. She concluded by reminding the Board of its important purpose and function and wished the school and the Board well for the future and its continued journey of improvement.	
11.0	Meeting Close	
	The meeting was closed by Helen Notis at 7 pm.	
12.0	Next Meeting	
	Wednesday 24 February 2021	

Minutes accepted by: _____

Date: _____

Minutes seconded by: _____

Date: _____

Signed (Chair): _____

Date: _____

Signed (Principal): _____

Date: _____