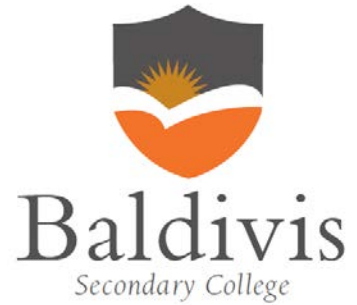

Minutes of the Baldivis Secondary College Board Meeting
Board Room, Baldivis Secondary College
19/11/2013 at 6.00pm



Present:

Gavin Bassett, Dean Hird, Alan McLeod, Lynda Hamersley, Keith Svendsen, Alison Parolo, Kendall Drew, Delia Making-Robinson

Agenda:

1. WELCOME:

Keith welcomed board members and opened the meeting in the absence of the board chair, Tim O'Keeffe

2. APOLOGIES:

Lisa Cary, Tim O'Keeffe, Karen Illich

3. CONFIRMATION OF MINUTES OF PREVIOUS MINUTES:

Motion: Motion from Delia Makking-Robinson; Seconded by Gavin Bassett: To approve the minutes for 19 September 2013

Vote: **Motion carried**

Resolved: Minutes from the meeting on 19 September 2013 approved without modification.

4. MATTERS ARISING FROM PREVIOUS MEETING:

i. Business Plan:

Alison reported that the graphic designers are still finalising the typesetting and printing. Aim is to have the Business Plan finalised by 1 December and uploaded to website ahead of 2014 school year. Board members will be provided with a hard copy.

5. INWARD AND OUTWARD CORRESPONDENCE:

Nil

6. REPORTS:

i. Principal's Report:

Immersion Program

- Makybe Rise PS – Week 4, Baldivis PS –Week 6, Settlers PS – Week 7 (Mon to Wed). Alison spoke to the Immersion Program – very successful to date. Staff and students from primary schools have been positive in their assessment of the program

Inaugural Athletics Carnival

- 90% attendance on the day, high level of commitment and participation from all students. Excellent team spirit.

ICT Curriculum Access Program

- Current device has proven highly problematic. Keith has been in negotiations with Samsung, re: existing contractual arrangements.
- 2014 School based device- to enable trialling of products to ensure device is robust enough in educational environment. Keith is optimistic Samsung will agree to replace the College from the lease agreement. In 2014- class sets of Acer Iconia tablets and Apple iPad will be available for teachers to use with their classes.
- A letter will be sent to parents outlining arrangements, once Samsung has responded.

ii. Financial Report:

- Keith tabled Financial Report on behalf of Karen Illich, Business Manager.
- Contributions/Charges Collection rate is currently 92%.
- Query re: D4900 account – Keith explained that this is the Establishment Grant, which funds the establishment of curriculum areas and purchase of initial resources.
- The College will receive a Year 7 Establishment Grant to fund purchases of resources etc. for year 7 programs.
- Motion: Motion from Delia Makking-Robinson; Seconded by Gavin Bassett: To approve the Financial Report as tabled.
- Vote: **Motion carried**
- Resolved: Financial Report approved as tabled.

7. POSTED AGENDA ITEMS:

i. 2014 Foci:

- As a result of government funding cuts our SPPRA funding has been reduced by 30%, the reduction in the FTE multiplier has impacted on our SSFA and the LSL Leave Levy will result in funds being redirected from other programs.
- Keith reiterated that community partnerships are a fundamental focus for the College. Keith is keen to see the College Board seek to develop additional funding streams to support college initiatives and programs through establishment a partnerships across the community for mutual benefit.
- The board were unanimous of their support of this recommendation.

ii. 2014 College Planner – School Development Days and College Board Meetings:

- Motion: Motion from Kendal Drew; Seconded by Alan Macleod: To approve the following dates as School Development Days for 2014
 - 31 January, 1 February (start Term 1)
 - 28 April (start Term 2)
 - 30 May (Friday, Week 5)
 - 21 July (start Term 3)
 - 13 October
 - 19 December
- Vote: **Motion carried**

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- The following dates were approved as College Board meeting dates for 2014;
 - Tuesday, 4 March, 6pm
 - Tuesday, 27 May, 6pm
 - Tuesday, 19 August, 6pm
 - Tuesday, 4 November, 6pm
 - Tuesday, 2 December, 6pm

iii. **Proposed Changes to Personal Electronic Devices and Mobile Phone Policy for 2014:**

- Keith put forward a proposal to adjust Personal Electronic Devices & Mobile Phone Policy such that mobile phones would have to be switched off and out of sight at all times on college grounds. Discussion regarding the inappropriate use of mobile phones by students and the major distractions which occur as a result.
- Motion: Motion from Delia Makking-Robinson; Seconded by Dean Hird: To support to recommendation of the principal to amend the college's Personal Electronic Devices & Mobile Phone Policy such that mobile phones would have to be switched off and out of sight at all times on college grounds
- Vote: **Motion carried**

8. GENERAL BUSINESS

Recruitment

- Recruitment process has been completed and all appointments finalised for 2014. We anticipate that we may have to recruit a replacement for a staff member who has been appointed to another school from the start of 2014. All new staff have been released by the principals top engage on AVID training on 9 and 10 December.

Staff AVID Training

- We have been successful in gaining funding through the Peron South Principal's Network and Victoria University to fund training in the Student Success strand for all current staff (who have not undertaken AVID training previously) and newly appointed Baldivis Secondary College staff as well as staff from our partner primary schools. This includes securing two AVID staff developers one from the USA and one from Melbourne to conduct the training. Training will be held at BSC on 9 and 10 December.

Building Program

- Keith reported that the Department of Education is finalising the appointment of the builder for Stage 2.

9. NEXT MEETING:

Wednesday, 5 March 2014 – 6.00pm

10. CLOSE OF MEETING:

- Meeting closed at 7.28pm