

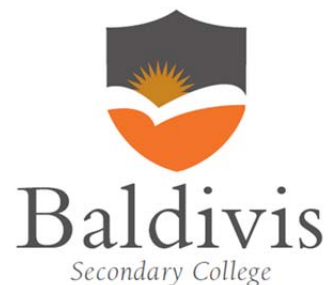
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# Minutes of the Baldivis Secondary College Board Meeting

Board Room, Baldivis Secondary College

5 May 2015 at 6.00pm

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## Present:

Tim O’Keeffe; Keith Svendsen, Alison Parolo, Karen Illich, Tim Hill, Cr. Matthew Whitfield, Rosie Taylor, Kendal Drew, Dean Hird, Alan McLeod, Gavin Bassett, Delia Makking-Robinson

## Agenda:

### 1. Standing Items

#### 1.1 Welcome:

Tim O’Keeffe welcomed board members and opened the meeting.

#### 1.2 Apologies:

Carl Sanders, Tania Curtis, Simon Miller

#### 1.3 Reports:

##### 1.3.1 Financial Report:

- Karen spoke to the financial documents as previously provided to Board members.
- Collection rates not as good as 2014. Charges at 98%; Voluntary contributions at 43%
- Dean queried planning for efficiency dividend – Keith indicated that likely impact would be on future funding allocations, not on taking back funds already committed.
- Motion: Motion from Karen to approve the Financial Reports and Comparative Budget as distributed. Seconded by Alan. **Motion Carried.**

##### 1.3.2 Principal’s Report:

- Current enrolment is 1108. Year 7 Grid is at maximum capacity due to an unprecedented number of enrolments into Year 7. Senior Leadership Team has given approval for oversize class placements to be negotiated with individual teachers.
- Bandwidth and connectivity issues have been resolved. Still some installations pending in new buildings. Feedback from staff has been positive.
- Buildings 7 and 10 are due to be ‘handed over’ on 11 May 2015; although it is likely that handover will actually be one week later.
- Keith reported that the original establishment grant was only to cover the intake of Years 7 to 10. However, an approach has been made to the Department to fund the establishment of the Year 11 curriculum.
- Motion: Motion from Delia to approve the Principal’s Report as tabled. Seconded by Karen. **Motion carried**

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## 2. Business Arising

Nil

## 3. Posted Agenda Items:

### 3.1. School Review Visit

- Keith tabled draft agenda for School Review Visit. Invitation to participate in session with Review; Keith and Ali explained the process for the External School Review.
- Official invitation to be sent to Board Members
- Ali showed the Board members a sample of the package providers to the Reviewers
- Proposal that next Board meeting be focused on considering the Recommendations in greater detail.

### 3.2 Research into developing Highly Effective School Boards in IPS

- BSC has been asked to participate in a research initiative aimed at informing improvements to the functionality, influence and effectiveness of IPS Boards. Specifically the Department is assessing the function and effectiveness of Boards in meeting accountability requirements based on existing statutory and policy settings.

### 3.3 Format for Board Briefing Notes

- Discussed suggestion from Tim for information to be presented to the board in a standardise format with some texture around the proposal and/or information being put forward.
- Agreed that this was worth pursuing and that Ali and Keith would look to develop a template that was appropriate for our context.

### 3.4 Term 1 Attendance Data

- Discussion regarding Term 1 Attendance data. Request for more information about what the data is saying; how does it compare to last year?
- Request for additional information about numbers of students within each range of attendance (Less than 10%; 11% to 30% etc.)
- Agreed that Briefing Paper proposal with assist in providing the Board with rich data, analysis and comment.

## 4. General Business:

### 4.1 Announcement

- Kendall commended the school on being involved in the Parent as Career Partners Program.

### 4.2 Next Meeting

- 2 June 2015 at 6.00pm

### 4.3 Meeting Close

- Meeting closed at 7:30pm