

Minutes of Meeting 1 of 2021
Cyril Jackson Senior Campus - Board Meeting
Conference Room
Tuesday, 23 February 2021 at 5:00pm

ATTENDEES:

David Wood – Community Representative and Chairperson – on phone, Martin Dempsey – Community Representative– on phone, Russell Brown – Community Representative, Angela Hill – Community Representative, Vanessa Buemi – Staff Representative, Belinda Stewart – Staff Representative, Teresa Porter – Treasurer/Staff Representative, Milton Butcher – Principal, Peter Stone – Community Representative, Visitors – Georgie Smith –possible Student Representative and Adam (City of Perth) possible Community Rep, Santosh Pande – Secretary.

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by David Wood by telephone at 5:05 am.	
1.2	Apologies: Alenka Jeram – Community Representative.	
1.3	Confirmation of Agenda: The Chair confirmed the agenda for the meeting. All documents relating to the meeting should have been received by the Board via email and were also provided in files.	
2.0	Disclosure of Interest	
2.1	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Meeting No. 1 of 2021 agenda.	
3.0	Minutes of Previous Meeting	
3.1	The Minutes of the previous meeting held on 8 December 2020 - (attachment 1) were tabled. Russell Brown and Belinda Stewart moved: " <i>The Board endorses the minutes of the previous meeting as otherwise complete and accurate.</i> " – CARRIED The Minutes of the special electronic meeting held on 15 February 2021 (attachment 2) were tabled. Russell Brown and Vanessa Buemi moved: " <i>The Board endorses the minutes of the electronic meeting as otherwise complete and accurate.</i> " - CARRIED	As a result of the electronic meeting, Professor Angela Hill, Peter Stone and Martin Dempsey are appointed to the Board as Community Representatives.
3.2	Business and Actions Arising. Update on Incorporation and move to deregister. Milton advised this is still in progress. Karen is dealing with it at the moment as Associations will deal with her as she was in the position when the application to unincorporate was sent in. Russell has knowledge of staff at management level should the need arise. Peter Stone and Belinda Stewart moved: " <i>The Board notes the Action.</i> " – CARRIED	Agreed for now that it will be left with Karen.
4.0	Reports and Operational Matters	
4.1	Update to Board Membership David Wood and Alenka Jeram have both indicated they need to retire from the Board due to other pressing business. Milton thanked David and Alenka for their service on the board.	

	<p>There are now three new Community Representatives. Still exploring a representative through the Ethnic Communities Council.</p> <p>Two interested parties in attendance tonight - Geordie Smith as a Student Representative and Adam as a potential Community Representative. Board may need to conduct another electronic meeting regarding an election of more members.</p> <p>David confirmed that he will retire from the Board following this meeting.</p>	
4.2	<p>Finance Report – (attachment 4)</p> <p>Santosh provided a verbal report as follows:</p> <ul style="list-style-type: none"> • The budget had been prepared in draft prior to Census. • The Census result of 51 fewer students will have a significant impact on income under the Student Centred Funding model. • The budget will need work to reflect the income situation and it is best to present it to the Board after any necessary revisions. • Santosh explained the attachment – a summary of the 2020 financial outcomes. <p>Vanessa Buemi and Angela Hill moved: <i>“The Board notes the Finance Report.”</i> – CARRIED</p>	
4.3	<p>Principal’s Report (attachment 5)</p> <p>Milton provided the Principal’s Report as follows:</p> <ul style="list-style-type: none"> • Staffing changes for 2021. • The week prior to the return of students was conducted successfully in terms of the staff professional learning and preparation. • Week 1 for students was delayed due to the lockdown and when school did commence in Week 2, there were no issues with the wearing of masks. Lessons commenced and the start of school was smooth. • Census resulted in 51 fewer students than anticipated. Most of these went to TAFE due to free courses or commenced employment. There will be an impact on the school’s budget. • Capital Works staff have visited and the roofing remediation program will continue. A commitment was given to do some work in Home Economics, Woodwork and Engineering. Some funds to paint some external wood work is also likely. • Board members will be invited to meet the School Review Team on 21 April 2021. When more details are available, members will be advised. • The Board is undergoing renewed of membership and also seeking to move to Unincorporated status. There is also a need to adopt a new Terms of Reference for an unincorporated Board. Nominations for positions have been called and also looking to fill the two Community positions that are now vacant. • The work of David and Alenka is appreciated. <p>Teresa Porter and Angela Hill moved: <i>“The Board notes the Principal’s report.”</i>– CARRIED</p>	
4.4	<p>Student Representative Report</p> <p>There was no Board student representative elected as yet, hence there was no report.</p>	
4.5	<p>Staff Representative Report</p> <p>No staff member made a report to the meeting.</p>	

5.0	Discussion Items	
5.1	<p>Report on progress of the school Business Plan</p> <p>Milton presented an overview of 2020 academic data. There was a discussion of the key points. A copy of the presentation and written report (attachments 4 and 5) were tabled.</p> <p>Teresa Porter and Peter Stone moved: "<i>The Board notes the report.</i>"</p>	Milton to provide systemic destination data for the next meeting.
5.2	<p>Report on the NSOS Parent Survey from 2020</p> <p>The NSOS Parent Survey (attachment 6) was tabled. Milton provided some introductory commentary. The Board Members noted that it was a positive result for Cyril Jackson Senior Campus. Belinda noted it would be included in the Public School Review evidence.</p> <p>Teresa Porter and Belinda Stewart moved: "<i>The Board notes the report</i>". - CARRIED</p>	
5.3	<p>Data inconsistencies with Cyril Jackson Academic Results</p> <p>Milton tabled an annotated section of the Department of Education's booklet on the results of Cyril Jackson SC outlining some inconsistencies (attachment 7) and highlighted some of the concerns. Due to the student cohort the base for calculating the outcomes is unclear and inconsistent. There was a discussion around some factors.</p> <p>Peter Stone and Vanessa Buemi moved: "<i>The Board notes the report</i>". - CARRIED</p>	
5.4	<p>Public School Review</p> <p>Milton gave some background to the Public School Review and noted that Board members are invited to meet with the team and provide feedback on the school and the work of the Board. When the sequence of the day is being developed, Board members will be consulted for the best time to meet.</p>	
6.0	Other Business	
6.1	No other business was raised.	
7.0	Next Meeting	
	The next meeting is scheduled for Tuesday, 30 March 2021 at 5:00pm in the Conference Room.	
8.0	Roundtable evaluation of the meeting	
	Nil	
10.0	Meeting Close/Adjournment	
	The meeting was closed by David at 6:30 pm	

Signed (Chair) _____



Date: _____

30 March 2021

