

Minutes of Meeting 3 of 2021
Cyril Jackson Senior Campus - Board Meeting
Conference Room
Tuesday, 25 May 2021 at 5:00pm

ATTENDEES:

Milton Butcher – Principal, Martin Dempsey – Community Representative– on phone, Peter Stone – Community Representative, Professor Angela Hill – Community Representative, Santosh Pande – Secretary, Ela Amor-Robertson – Staff Representative, Debra Fitzsimons – Staff Representative, Marie Molloy – Staff Representative, Geordie Smith – Student Representative, Jim Stewart – Student Representative, Leila Withrow – Student Representative, Phillip Draber (Chair) – Community Representative, Liza Beinart – Community Representative, Kylie Cranenburgh – Student Services Coordinator (Presenter)

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Phillip Draber-Chair at 5:15 pm.	
1.2	Apologies: Russell Brown – Community Representative	
1.3	Confirmation of Agenda: Phillip 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. 3 of 2021 agenda.	
3.0	Presentation – Student Services	
	Kylie Cranenburgh – Student Services Coordinator, presented to the Board and gave an overview of their work and the services that are available to mainstream and IEC students. (attachment 9)	
4.0	Minutes of Previous Meeting	
4.1	The Minutes of the previous meeting held on 30 March 2021 (attachment 1) were tabled. Angela Hill and Leila Withrow 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 8 May 2021 (attachment 2) were tabled. Geordie Smith and Angela Hill moved: <i>“The Board endorses the minutes of the electronic meeting as otherwise complete and accurate.”</i> – CARRIED	
4.2	Business and Actions Arising. Milton advised that whilst the Board noted the Annual Report last meeting, the Department of Education do not want the 2020 Attendance Data included.	Milton will have the report amended to reflect this requirement.
5.0	Reports and Operational Matters	
5.1	Finance Report – (attachment 3) Santosh spoke to the finance report as follows: <ul style="list-style-type: none"> • Operational One Line Budget Statement as at 24 May 2021. • He presented key features of both income and expenditure for the cash budget. 	

	<p>Jim Stewart and Deb Fitzsimons moved: "<i>The Board notes the Finance Report.</i>" – CARRIED</p> <p>Ela Amor-Robertson and Geordie Smith moved: "<i>The Board notes the intended transfer of \$520,000 from the One Line Budget held in Central Office to the school for the purposes of banking to earn interest to assist in meeting 2022 staffing costs.</i>" - CARRIED</p>	
5.2	<p>Principal's Report (attachment 4)</p> <p>Milton provided the Principal's Report as follows:</p> <ul style="list-style-type: none"> • Staffing provision and \$520,000 – discussed in Finance Report. • 2022 Staffing - Due to opening of the border unlikely, numbers likely to decline. Estimate 350 next year. Need to work with the Department for a solution to retain key features of the school's program. • Public School Review - Thank you to Angela for being available to attend and to the Student Reps. • Health Festival - A great event. Congratulation to Deb Fitzsimons and team. • Business Plan – Current Business Plan concludes this year. Work is commencing on the next plan. Use of the National School Improvement Tool to self-assess the school's position. Board members may be interested in attending some of the staff workshops. • Incorporated status – Again on the agenda. Deregistration process will be recommenced if the Board agrees. • Visit by Local Member – Member for Bassendean, Hon David Kelly, MLA is visiting the school on Friday 28 May 2021. • Professional Learning – Dr Lorraine Hammond, AM presented to staff on explicit instruction within the senior secondary environment. The Quality Teaching Committee is working on a program that will likely to commence in Semester 2. • Aboriginal Education – Continuing to work with Dr Phil Paioff regarding an engagement program within the school. • School Operations – Heading to the end of Term 2, focus of the school is examination, assessment and reporting mid-year reports. <p>Marie Molloy and Angela Hill moved: "<i>The Board notes the Principal's report.</i>" – CARRIED</p>	<p>Business Plan – Due to next meeting not until Semester 2, Milton will email information out to Board members.</p>
5.3	<p>Student Representative Report</p> <p>Jim asked, "What the rules with mobile phones at school?" Department directive that they not to be used in classrooms at anytime. This school recognises that there are adult students and have a rule about telephone being silent and not used. Some students are abusing this and disrupting learning of others. Exemptions are as part of a health condition or specific purposes directed by the teacher. Learning is the priority.</p> <p>Marie Molloy and Angela Hill moved: "<i>The Board notes the student's report.</i>" – CARRIED</p>	
5.4	<p>Staff Representative Report</p> <p>Health Festival – Deb Fitzsimons (attachment 10)</p> <ul style="list-style-type: none"> • Held annually in May from 10am – 1pm • Over 50 stall holders 	

	<ul style="list-style-type: none"> • Health, wellbeing and life skills – incorporating the Health Promoting Schools Model. • Started the day with a breakfast from the training Café – Cert II Hospitality students. Stall holders then set up their stalls on the verandahs and grassed area. • There were health students from other schools attending. • Great feedback from stall holders and attendees. <p>Jim Stewart and Peter Stone moved: <i>“The Board notes the staff report.”</i> – CARRIED</p>	
6.0	Discussion Items	
6.1	<p>Report on Public School Review, held 21 April 2021. Attachment 5 tabled.</p> <p>Thanks to Angela for being available to attend review. The recommendations made were as expected (in school’s brief). The students were well regarded in the reviews who were also impressed with staff presentations.</p> <p>Leila Withrow and Geordie Smith moved: <i>“The Board notes the report.”</i> – CARRIED</p>	
6.2	<p>Board Incorporated status</p> <p>Attachments 6, 7 and 8 were tabled.</p> <p>Correspondence from Department of Mines, Industry Regulation and Safety Consumer Protection that refuses the application for the Board to unincorporate. This contains information on the steps to deregister.</p> <p>Milton and Phil have developed an explanation of the pros and cons to being incorporated. This was discussed. The members of the Board, as the association did not feel that Incorporated status was of value. The Board, as the association had no creditors, had paid all accounts and had no assets.</p> <p>Peter Stone and Angela Hill moved: <i>“That the Board has considered the affairs of the Cyril Jackson Senior Campus Board (Inc), as the Incorporated body. As a result of this review, it notes that the Cyril Jackson Senior Campus Board (Inc) has no debtors or creditors, has closed its bank account and has no assets to distribute.”</i> - CARRIED</p> <p>Geordie Smith and Jim Stewart moved: <i>“That the Board believes that Incorporated status no longer enables the Board, as it is currently constituted, to deliver benefits to the students of the school that could not be undertaken as a traditional School Council/Board under the School Education Act, 1999.”</i>- CARRIED</p> <p>Ela Amor-Robertson and Leila Withrow moved: <i>“That the Board, as the Association, applies to deregister the Incorporated status of the Cyril Jackson Senior Campus Board (Inc) under section 129 of the Associations Incorporation Act, 2015.”</i> - CARRIED</p>	<p>Milton to commence the process to deregister the Board as an Incorporated association.</p>
7.0	Other Business	
7.1	No other business was raised.	

8.0	Next Meeting	
	The next meeting is scheduled for Tuesday, 3 August 2021 at 5:00pm in the Conference Room.	
9.0	Roundtable evaluation of the meeting	
	Nil	
10.0	Meeting Close/Adjournment	
	The meeting was closed by Phillip at 7.02 pm	

Signed (Chair)  _____

Date: 17 August 2021