

AVELEY SECONDARY COLLEGE

BOARD MEETING MINUTES



DATE:	Tuesday 20 November 2018
TIME COMMENCED:	5.30pm
LOCATION:	Aveley Secondary College, Conference Room
MEMBERS PRESENT:	Denise Williams, Michelle Del Nero (Parent Representatives) Jimmy Cang, Phil Hay, Cameron Fairbrother, (Community Representatives) Jaleesa Dearle, Rachael Ball, (Staff Representatives) Stephen Pestana (Principal),
EX-OFFICIO:	Justine Avenell (MCS)
APOLOGIES:	Bev Day, Jessica Shaw
PREVIOUS MINUTES:	Moved: Cameron Fairbrother Seconded: Michelle Del Nero

ITEM & DISCUSSION	ACTION
Business Arising: <ul style="list-style-type: none"> • Nil 	
Principal's Report <ul style="list-style-type: none"> ○ Handouts distributed at meeting 	For noting

- Parent info evening positive, good feedback, well presented, informative. Staff involved in presenting did a fantastic job.
- Education Support Hub (ESH) had orientation, including ASD students
- Staff induction (mini), attended last week by 5 staff from regional areas and Teach For Australia (TFA). Another on 29 November includes Lorraine Hammond, ECU specialist in Explicit Direct Instruction (EDI) pedagogy. Staff will have full run down on our ICT and EDI. We will incur cost for relief teachers at new staff current school until we have ability to relieve internally.
- Positive Parenting workshops on Tuesday evening. 8-12 parents attended. Look at Network coordination to maximize attendance for future sessions.
- Assembly, 30 students received awards for 100% attendance and sport awards. All students on interschool placed which is a terrific achievement for one cohort. Final assembly will be formal and include annual awards for academic excellence, Hub, sporting, agreements, P&C citizen award etc. Parents will be invited and including morning tea. House with most points will have splash and dash as reward for 1/2 day. Christmas collection of food and toys earn towards house points.
- Year 6 Student Orientation 22 and 23 November. We will need lots of relief. We will be building a new school every year as we grow.
- Lorraine Hammond (ECU) continuing coaching and upskilling staff. This is a 3-5 year project.
- STEAM (Science, Technology, Engineering and Maths) Day for all student on 7 December. Cross curricula and activity based.
- Grading for reports is in progress. Snapshot provided in handouts is as of 10am (20 Nov) and has since changed and will continue to change as the data is live. Good trends. C grade is the expected standard. More similarity between Learning Areas for semester being shown. Good processes in place comparing like schools, state and learning areas

with NAPLAN.	
<p>School Budget</p> <ul style="list-style-type: none"> ○ Data as at 20 November shown on projector. All anticipated revenues received. Expenditure at 89% of budgeted. ○ Voluntary contributions collected just above 65% ○ Cash at bank as at 20 November \$578 246.includes \$485 692 in reserves. ○ 2019 equipment procurement commenced: <ul style="list-style-type: none"> ○ Whiteboards ○ Projectors ○ Computers ○ Apple TV's ○ iPads ○ Mechatronic Lab ○ Wood and Metal Workshops ○ Swing for Education Support Hub ○ Shade Sail quotes for Education Support Hub ○ Will impact reserve funds depending on when invoice arrives for payment. ○ 2019 Personal Items List ESH approval to change requested <ul style="list-style-type: none"> ○ Add Direct Instruction (DI) workbooks (similar to year 7 and 8). Actual workbooks will differ however costs under \$30 per workbook ○ E-License – Year 8 Oxford E-License quotation much higher (thank year 7) as over 3 years. Seek approval to increase charge from \$15.00 per student to \$20 per student for Year 8 Oxford e-License. Year 7 will remain at approved level of \$15 per student. 	<p>Noted</p> <p>Approved – add DI workbooks to ESH PIL</p> <p>Approved – Year 8 e-license charge \$20</p>

<p>PIVOT & National Schools Survey Feedback</p> <ul style="list-style-type: none"> ○ See handout NSOS partial data ○ Data not complete as in progress. ○ Survey required every 2 years. Being completed now to capture pre and post data. Next survey in 3 years. ○ Will be published as part of annual report. ○ Comments regarding the agree/disagree (5) rating as it doesn't inform either way. ○ PIVOT is being used for student feedback for teachers to analyse. 	<p>Inform</p>
<p>Approval 2019 Schedule of Meeting</p> <ul style="list-style-type: none"> ○ Week 3 and 7 works for the school, Board in agreeance. ○ Add extra sessions, 1 hour to cover Terms of reference. 	<p>Approved Continuation of 2018 schedule</p>
<p>Approval 2019 School Development Days</p> <ul style="list-style-type: none"> ○ 2019 Dates aligned with network and Ellenbrook Secondary for 31 May. Backs onto long weekend. Proposed 2019 School Development Day dates: <ul style="list-style-type: none"> ○ 31 January ○ 1 February ○ 29 April (Term 2) ○ 31 May (Term 2 - long weekend) ○ 22 July (Term 3) ○ 20 December 	<p>Approved</p>

<p>Board Self Review</p> <ul style="list-style-type: none"> ○ Board agreed to sample the short and long trial surveys as offered by Matt Osborne from DET in addition ○ Completed survey via Pear Deck ○ Results available instantly. ○ Link to current version of Board questionnaire ○ Results overview - Few areas to improve. Mostly positive. Noted that board members are developing in their roles and their understanding of the operations of the school has a minor impact on the results. ○ Stephen will review the results and look for improvement opportunities. ○ Governance tree shared by Denise from the board training. Justine will request a copy from Matt Osborne, who is the Education Department staff who runs Board training. ○ Reflection was very beneficial. ○ Phil would like to make sure we capture these results then complete again for comparison in term 3, 2019. 	<p>Action: Stephen will send out trial version of surveys</p> <p>Discussion</p>
<p>Annual Report Preparation</p> <ul style="list-style-type: none"> ○ Cameron self nominated, joining the planning group for the 2018 College Annual Report. ○ Consensus to follow Swan View SHS format with focus on College Priorities and achievements. 	<p>Discussion</p>

End of Meeting and Checkout

- Stephen - suspension data has spiked since last meeting. Mostly same student repeats and a new problematic student has enrolled. No Alta One availability. Desire to put up programs as network to address the many existing and emerging social issues in the area. Board has offered to support and coordinate with schools in area and be College advocates with politicians.
- Student services team will expand for 2019 to include year 7 and 8 year coordinators, youth worker (3 days) and increase in Psych (3 days), AIEO (3 days) and Nurse (tbc) time.
- Justine - financial considerations, minuted above.

Action

Rachael will follow up In Design program with Jimmy for 2019.

Meeting Closed: 7.18 pm

Next Meeting: 19 Feb 2019