

AVELEY SECONDARY COLLEGE  
BOARD MEETING MINUTES



<b>DATE:</b>	Tuesday 30 November 2021
<b>TIME COMMENCED:</b>	5.30 pm
<b>LOCATION:</b>	Aveley Secondary College, Conference Room
<b>MEMBERS PRESENT:</b>	Matthew Harvey, Shaun Hughes (Parent Representatives) Bev Day, Jarrad Stewart-Olsen (Staff Representatives) Michelle Del Nero, Cameron Fairbrother (Community Representatives)
<b>EX-OFFICIO:</b>	Anne Gilchrist (MCS)
<b>MINUTE TAKER:</b>	Brianna Pecnik
<b>APOLOGIES:</b>	Stephen Pestana (Principal), Aaron Wheeler (Staff Representatives), Michelle Anderson, Nathan Haldane (Parent Representative), Jimmy Cangy, Cr Patty Jones (Community Representative)
<b>PREVIOUS MINUTES:</b>	Moved: Cameron Fairbrother Seconded: Jarrad Stewart-Olsen

ITEM & DISCUSSION	ACTION
<p><b>Apologies, Noting of Minutes, Business Arising</b></p> <ul style="list-style-type: none"> <li>Anne followed up about additional change rooms, mirrors still yet to be confirmed</li> </ul>	
<p><b>Principal's report</b></p> <ul style="list-style-type: none"> <li>Highlights: Other schools and school bodies coming to see how we operate, our staff going to other schools to present, presenters talking/referencing our school (Lorraine Hammond)</li> <li>154 ASDAN modules this year have been passed, giving our Education Support students the opportunity to have these qualifications appear on their statement of results when they complete Year 12</li> <li>Three outstanding staff nominated for the WA Education Awards attended the celebratory breakfast at Optus</li> </ul>	

<ul style="list-style-type: none"> <li>• Aspire showcase well underway, lots of staff and student input</li> <li>• Students are achieving wonderful things both in and out of school</li> <li>• Had 150 students get their COVID vaccination at school on 19 November</li> <li>• Working on the Annual Report for the beginning of 2022</li> </ul>	
<p><b>Finance</b></p> <ul style="list-style-type: none"> <li>• OLB cash verified October</li> <li>• Cash report verified October, 100.58% of cash budget received as we received income that wasn't budgeted for</li> <li>• Cash expenditure, the transfer to reserves that was done in November won't show on this report, this will increase our expenditure %</li> <li>• Building and works projects that were budgeted for this year will roll over into 2022 (CCTV, blinds, shade sails, bookcases)</li> <li>• Deed of Licence with the café was initially \$125 a term but this has been increased to \$1,000 a term to cover the costs of utilities. This will increase the fees from facilities we receive.</li> <li>• Salary forecast variance has increased since last meeting, this could be due to staff going on leave.</li> <li>• Salary forecast variance will be carried forward into 2022, Stephen has already considered \$800,000 of this in next year's planning</li> <li>• Voluntary contribution collection rate is positive considering the areas socioeconomic position, up from previous years</li> <li>• We received 100% of what we budgeted to receive not what was requested</li> <li>• Have \$60k sitting in an unallocated account of parent payments for Year 11 2022 charges, this figure isn't included in these percentages</li> </ul>	
<p><b>Incident Management</b></p> <ul style="list-style-type: none"> <li>• <b>Procedures &amp; drills</b></li> <li>• Need to schedule a bushfire and lockdown drill, hoping before the end of the year</li> <li>• Drills have been done previously on School Development Days, this is to practice the process without causing undue stress on students (ESH, ASD)</li> </ul>	
<p><b>Covid response plans</b></p> <ul style="list-style-type: none"> <li>• To have a plan in place if there was a lockdown, online learning</li> </ul>	Follow up in 2022

<ul style="list-style-type: none"> <li>• Very limited staff who are hesitant to get the vaccination, these can be replaced and shouldn't affect staffing for 2022</li> <li>• X3 new staff members are coming from interstate, has been indicated that there shouldn't be an issue with them coming over the boarder</li> </ul>	
<p><b>Crosswalk attendant</b></p> <ul style="list-style-type: none"> <li>• Petition with Jessica Shaw's office to get a crosswalk on Broadway</li> <li>• Shaun can get some information on how many have signed the petition, possibly circulate the petition at the Aspire event to boost numbers</li> <li>• Focus is more on the crosswalk rather than having an attendant</li> <li>• McDonalds have no pedestrian access to the restaurant, have had a discussion with them, they are currently looking to resolve this</li> <li>• According to the City of Swan our car count isn't high enough for us to be eligible for a crosswalk</li> </ul>	<p>Follow up with Stephen in regards to the reference to McDonalds, can send an email to members if it needs to be addressed sooner</p>
<p><b>Other items</b></p> <ul style="list-style-type: none"> <li>• Positive year</li> </ul>	

**Meeting Closed: 6.20pm**  
**Next Meeting: Tuesday 15 February 2022**

**Chair Signature:**