

Minutes of Meeting 6 of 2021
Cyril Jackson Senior Campus - Board Meeting
Annual Open Meeting
Conference Room
Tuesday, 30 November 2021 at 5:00pm

ATTENDEES:

Milton Butcher – Principal, Martin Dempsey – Community Representative– on phone, Russell Brown – Community Representative, Alicia Blunt – Secretary, Ela Amor-Robertson – Staff Representative, Debra Fitzsimons – Staff Representative, Peter Stone – Community Representative, Geordie Smith – Student Representative, Phillip Draber (Chair) – Community Representative, Marie Molloy – Staff Representative
 No people from the school or wider community attended the open meeting.

1.0	Welcome and Apologies	ACTIONS
1.1	Opening: The meeting was opened by Phillip Draber-Chair at 5:03 pm.	
1.2	Apologies: Liza Beinart – Community Representative, Leila Withrow – Student Representative, Professor Angela Hill – Community Representative, Jim Stewart – Student 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. 6 of 2021 agenda.	
3.0	Presentation – Arts House	
	Marie Molloy - Arts House Co-ordinator, presented to the Board and gave an overview of current projects and future projects involving staff, students and the outside community.	
4.0	Minutes of Previous Meeting	
4.1	The Minutes of the previous meeting held on 26 October 2021 (attachment 1) were tabled. Geordie Smith and Russell Brown moved: <i>“The Board endorses the minutes of the previous meeting as otherwise complete and accurate.”</i> – CARRIED	
4.2	Business and Actions Arising. Nil	
5.0	Reports and Operational Matters	
5.1	Annual Report for the Board – (attachment 2) Thanks to everyone, including those absent tonight, for the excellent work throughout the year. Phillip delivered the annual report of the Board’s activities over 2021. The report was provided as an attachment and will be posted to the web with these minutes when confirmed. He noted a thank you to the students for their voice at the Board and the next student representatives “have big shoes to fill.” Deb Fitzsimons and Peter Stone moved: <i>“The Board notes the Annual Report for the Board.”</i> – CARRIED	
5.2	Finance Report (attachment 3)	

	<p>Alicia spoke to the finance report. Not too much has changed as it has only been a month since the last meeting. There has been a big push from the front office staff to follow-up families and independent students to pay fees and charges, with approximately \$30 000 coming in.</p> <p>Alicia has also sought to improve the reports presented to meetings with some additional documents.</p> <p>Russell Brown and Marie Molloy moved: <i>"The Board notes the Finance Report."</i> - CARRIED</p>	
5.3	<p>Principal's Report – (attachment 4)</p> <p>Milton provided the Principal's Report as follows:</p> <ul style="list-style-type: none"> • Vaccination – School staff must be vaccinated by the start of the 2022 school. May extend to Board members. More to follow. • 2022 Staffing - Had hoped for a systemic solution with mainstream enrolments. The school must find the salary and operation budget for 2022 from Reserves and can only seek assistance when these have been exhausted. • WA Education Awards – Hospitality teacher, Ms Cath MacDougall, was named as a finalist in the Secondary Teacher of the Year category. Unfortunately Cath did not win. • KISS Radio – An alternate dance music radio station, in 2020, purchased the radio licence of the school. Still a work in progress. The Department is drafting a special licencing agreement. The officer involved has not provided detail or an expected timeline. • Data Set – Staff are working with Greg Smith to provide a graphic of results in all learning areas – all on one page. • Year 12 Presentation Ceremony – The Year 12 Presentation Ceremony was conducted on Friday, 26 November 2021. Most of the Year 12 cohort attended. Ashley Penfold's presentation "My Life Since CJ" was one of the highlights. • Explicit Teaching PD – Program is being developed with Dr Lorraine Hammond, AM of ECU. Expect to finalise this program before the end of the 2021 school year. • National Schools Opinion Survey – All surveys have concluded and the results are satisfactory – no question was under 3.5, which is seen as the "pass mark". • Alumni – A lunch was conducted to thank a range of people who have supported Cyril Jackson in 2021. Walter Horeb and Karen Wood have agreed to work in the Alumni space. New initiative, Champions of CJ, was also launched. First Champion is former principal, Lorraine Hams. The intent is to recognise 5 champions a year. Intend to ask the Hon Dave Kelly, MLA to act as patron of the initiative. • Business Plan – Leadership staff have commenced determining strategies and targets for the next plan. Work is progressing and anticipate that the new Business Plan will be tabled at the first meeting of 2022. • Aboriginal Education – At the recent lunch, several leading Aboriginal educators agreed to take on an advocacy role and provided feedback on the strategy and advice on how to market the school. There is also work being undertaken with Kurongkurl Katitjin at ECU to look at a pathway for students seeking university entrance who are not ready to start the preparation program, UniPrep. There was an agreement to suggest ECU aspirants to enrol at Cyril Jackson. 	

- Deeds in Place for 2022 – The following organisations have a Deed in place to hire school facilities. They pay for the use and contribution to the school's income stream.

ORGANISATION	LOCATION
Ashfield Soccer and Sports Club	Weights Room
Bassendean Galaxy Basketball Club	Gym
Bassendean Junior Cricket Club	Rec Centre – toilets and storage
Bassendean Junior Football Club	Gym (once a year)
Belmont Camera Club INC	Arthouse
Cats WA	Gym
East Perth Basketball Association	Gym
First Tae Kwon Do WA	Gym
Gamers Guild	Dance Room
Get Active Sports WA	Gym
Group Fitness – Natalie King	Dance Room
Indie Fitness – Lara Zheng	Dance Room
Morley Rockets Basketball	Gym
No Lights No Lycra	Dance Room
Northern Corridor Radio Group	Gym (once a year)
Perth and Districts Model Club	Gym (once a year)
Perth Strikers Christian Football Club	Rec Centre – toilets and change rooms
Prepare, Produce, Provide	Hospitality facilities
Shuttle Alliance Badminton Club	Gym
Town of Bassendean and Various Art Groups	Art Complex
WA Rabbit Council	Dance Room

Peter Stone and Ela Amor-Robertson moved: *"The Board notes the Principal's report."* – **CARRIED**

5.4

Student Representative Report

Due to the exams there was no report.

Phillip Draber and Martin Dempsey moved: *"The Board notes the student's report, thanks them for their contribution in 2021 and wishes them well for the future."* – **CARRIED**

5.5

Staff Representative Report.

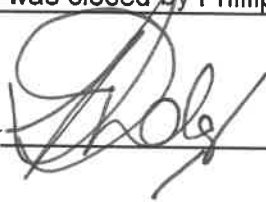
Deb Fitzsimons presented a report and tabled a paper. There have been quite a few activities.

- The Champions of CJ - New initiative, Champions of CJ was launched. First Champion is former principal, Lorraine Hams.
- Year 12 Presentation Ceremony was on Friday 26 November 2021. Several new awards were presented.
- Djinda Ngardak Culinary Camp in Albany with Cath MacDougal. Great experiences – foraging, bread baking and things they hadn't done before.
- Secondary Teacher of the Year 2021 – Cath and her family were very proud of her.

	<ul style="list-style-type: none"> • Certificate II Building & Construction students with Pip Kenworthy have been carrying out some bricklaying at the front of the school as part of their Certificate II. • Lyn Beazley school visit promoting Science to all students and a focus on girls in Science was well attended. • Reclink WA providing healthy movement sessions. • Thread Together with Amy Kazim – students apply for the opportunity to pick out an outfit or a couple of outfits to keep and wear. • Science with Miss Henri, Craig, Jill and Matt – these classes are always a lot of fun with learning to go with it. • IEC this week have been out and about with several excursions – Sci-Tech, AQWA and a picnic at Victoria Gardens. <p>Peter Stone and Geordie Smith moved: <i>“The Board notes the staff report.”</i> – CARRIED</p>	
6.0	Discussion Items	
6.1	<p>2022 Charges and other Requests – (attachment 5).</p> <p>Alicia has spent time to make the school compliant with the Contributions and Charges policy for 2022. If the campus does not foreshadow a cost for an activity it cannot be charged at a later date.</p> <p>Russell Brown and Phillip Draber moved: <i>“The Board approves the Schedule of Charges and Requests for 2022.”</i> – CARRIED</p>	
6.2	<p>Board Meetings for 2022.</p> <p>The Board considered the following meeting schedule for 2022.</p> <p>Tuesday 22 February 2022 Tuesday 29 March 2022 Tuesday 31 May 2022 Tuesday 16 August 2022 Tuesday 25 October 2022 Tuesday 29 November 2022</p> <p>The meeting on 29 March 2022 is scheduled as the Annual Open Meeting and Annual General Meeting.</p> <p>Marie Molly and Peter Stone moved: <i>“That the Board endorses the 2022 meeting schedule.”</i> - CARRIED</p>	
6.3	<p>Report on NSOS for 2021 – (attachment 6).</p> <p>Milton presented a PowerPoint on the results of the NSOS surveys completed by parents, students and staff. School view is that 3.5 is the score for each question that is considered acceptable. All questions scored in excess of 3.5. Data from the survey provides information for improvement. The survey information will be published in the Annual Report next year.</p> <p>Martin Dempsey and Geordie Smith moved: <i>“That the Board notes the results of the student, parent and staff NSOS surveys for 2021.”</i> - CARRIED</p>	
6.4	Update on Next Business Plan – (attachments 7, 8 and 9).	

	<p>Leadership group is working on the strategies and targets to measure progress. Circumstances associated with the student demographic is making the "base", used to measure difficult to give realistic performance results. Outside agencies such as TISC and SCSA publish data, however, they often have a different base.</p> <p>Work to continue finalising the plan, with the intent to finalise this work and bring the final draft plan to the Board at the beginning of next year.</p> <p>Both the Review and Accountability model and the Cyril Jackson Pedagogical Framework will go into the Business Plan. These were discussed as tabled.</p> <p>Russell Brown and Peter Stone moved: <i>"That the Board notes progress on the next Business Plan and the Review and Accountability model and the Cyril Jackson Pedagogical Framework."</i> - CARRIED</p>	
7.0	Other Business	
	Deb Fitzsimons mentioned that there could be something happening for the 60 th Anniversary of Cyril Jackson but will keep us in suspense.	
8.0	Next Meeting	
	The next meeting is scheduled for Tuesday, 22 February 2022 at 5:00pm in the Conference Room.	
9.0	Roundtable evaluation of the meeting	
	Phillip acknowledged that it was a privilege to be the Chair of the Board and he wishes everyone a great break.	
10.0	Meeting Close/Adjournment	
	The meeting was closed by Phillip at 6.55 pm	

Signed (Chair) _____



Date: _____

