

**Minutes of Meeting 3 of 2022**  
**Cyril Jackson Senior Campus Board – Board Meeting**  
**Conference Room**  
**Tuesday, 31 May 2022 at 5:00pm**

**ATTENDEES:**

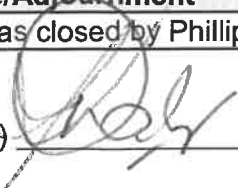
Anne MacDermott – Acting Principal, Russell Brown – Community Representative, Alicia Blunt – Secretary, Ela Amor-Robertson – Staff Representative, Masaki Amagasu – Student Representative, Phillip Draber (Chair) – Community Representative – on-line, Liza Beinart – Community Representative – on-line, Professor Angela Hill – Community Representative, Stephanie Jeffers – Marketing – Presenter

<b>1.0</b>	<b>Welcome and Apologies</b>	<b>ACTIONS</b>
1.1	<p>Opening and Acknowledgement of Country: The meeting was opened by Phillip Draber – Chair at 5.05pm.</p> <p>The Whadjuk Noongar people and their Elders, past, present and emerging were acknowledged as the traditional owners of the land where Cyril Jackson SC is built.</p> <p>Welcome to everyone attending the meeting.</p>	
1.2	<p>Apologies: Martin Dempsey – Community Representative, Debra Fitzsimons – Staff Representative, Peter Stone – Community Representative, Robel Adisu – Student Representative, Milton Butcher – Principal</p>	
1.3	<p>Confirmation of Agenda:</p> <p>Phillip confirmed the agenda for the meeting. All documents relating to the meeting should have been received by the Board via email.</p>	
<b>2.0</b>	<b>Disclosure of Interest</b>	
2.1	<p>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 2022 agenda.</p>	
<b>4.0</b>	<b>Minutes of Previous Meeting</b>	
4.1	<p>The Minutes of the previous meeting held on 29 March 2022 (attachment 2) were tabled.</p> <p>Angela Hill and Russell Brown moved: “<i>The Board endorses the minutes of the previous meeting as otherwise complete and accurate.</i>” – <b>CARRIED</b></p>	
4.2	<p>Business and Actions Arising.</p> <p>Presentation from Stephanie Jeffers – Marketing (attachment 2)  Steph presented to the Board an overview of the CJSC Marketing Plan.  Building and strengthening our brand and increasing awareness to increase enrolments. Campaign theme “You are unique, So are we!”  Imagery a key point and the focus for 2022 will be to review and refine the website.  Improving internal communication-redoing the intranet so it will be accessible outside the campus grounds and will be the one point of call for all information, emails, messages etc for students, is also planned.</p> <p>Russell asked if migrant centres, service and ethnic groups have been approached. Ela responded that Belinda and the IEC are on top of it and that Liza has been very helpful in that department.</p> <p>Angela pointed out that it is very sad that we have to compete for students. The corporatization of education is a major concern. The needs of the learner are ignored. Angela questioned if the Department supports and recommends CJ to incoming students.</p> <p>Anne responded that it is felt that Central Office do not understand the uniqueness of CJ and the offering of different pathways. There is frustration at the lack of help and support in marketing the campus.</p> <p>Steph concluded her presentation, left her business cards and invited anyone</p>	

	<p>who had questions or ideas to please get in touch with her.</p> <p>Phillip thanked Steph for her informative presentation, and suggested that we source another presentation for the next Board meeting.</p> <p>Angela Hill moved: <i>"The Board notes the CJ Marketing Plan for 2022."</i> – and it was seconded by Russell Brown. <b>CARRIED</b></p>	
<b>5.0</b>	<b>Reports and Operational Matters</b>	
5.2	<p>Finance Report (attachment 3)</p> <p>Alicia spoke to the finance report. Alicia was excited to report that CJSC is no longer in the red with \$742,000 to cover the shortfall from low IEC numbers. This was previously calculated to have been \$400,000.</p> <p>The One Line Budget shows the Income and Expenditure as at 24 May 2022. Alicia suggested that it may be worthwhile to also add the previous budget for the comparison.</p> <p>Angela Hill and Russell Brown moved: <i>"The Board notes the Finance Report."</i> – <b>CARRIED</b></p>	
5.3	<p>Principal's Report – (attachment 4)</p> <p>Anne MacDermott provided the Principal's Report as follows:</p> <ul style="list-style-type: none"> <li>• COVID – COVID has impacted both staff and students but not as dramatically as other schools. 27 staff have been affected and we have managed to cover classes. 54 students have been affected and they have been accessing their coursework via Connect. Some students still wearing masks. Boxes of 20 RAT's have been handed out to all students.</li> <li>• Budget Position – Our position has improved considerably since the last meeting. Alicia will provide more information in her report.</li> <li>• Grounds – Has been a severe mosquito infestation, this has now been dealt with – funded by the DOE. Upgrade to Room 42 has been completed. The acquittal for the funding from Dave Kelly for the student room has been completed.</li> <li>• Students – New Student Advisory Group has been formed, Angela Italiano is coordinator. Student, Shean Salva, Year 11 has been nominated for the World Skills Competition in Automotive. Relieving VET Coordinator, Carey Ewing, has been sourcing traineeships through Roy Hill. Work is continuing with Roy Hill to help CJSC students with gainful employment/apprenticeships. Vanessa Buemi (VET coordinator) has been nominated to take part in a one day Teacher Mine Site Tour later in the year.</li> <li>• Explicit Instruction - The professional learning program with Dr Lorraine Hammond has been put on hold until mid-June, due to her being unwell.</li> </ul> <p>Ela Amor-Robertson and Russell Brown moved: <i>"The Board notes the Principal's report."</i> – <b>CARRIED</b></p>	
5.4	<p>Student Representative Report</p> <p>No report – noted.</p>	
5.5	<p>Staff Representative Report.</p> <p>No report – noted.</p>	

<b>6.0</b>	<b>Discussion Items</b>	
6.1	<p>School Acknowledgement of Country Statement – (attachment 5)</p> <p>Thank you to Milton for working with Dillon on this.</p> <p>Angela raised the point that the use of “emerging and future” in the Acknowledgement of Country may not be recognised by indigenous people.</p> <p>Russell Brown and Angela Hill moved: “<i>The Board notes the School Acknowledgement of Country statement.</i>” – <b>CARRIED</b></p>	Phillip will discuss this further with Milton.
6.2	<p>Brief to Board – Attendance 2021</p> <p>Anne presented a Powerpoint with the data on Attendance for 2021. Rates were just under 80% overall. Generally students that come to CJ have attendance issues but these pick up once they start here. The percentage is not as high as previous years but numbers are lower. Males do tend to have a lower attendance rate.</p> <p>Student services spend a lot of time trying to improve attendance levels and have added incentives this year to improve students’ attendance. The unauthorized absences will also reduce with changes to our recording system.</p>	
6.3	<p>Brief to Board – Suspensions 2021</p> <p>Anne presented a Powerpoint with the data on Suspension for 2021. At the start of 2021 there was a higher rate of Year 11 students suspended than any other year. It was mainly males and there were multiple suspensions. Main category for suspension was – Physical aggression toward students. Happy to say that at this stage there has only been one suspension for 2022.</p>	
6.4	<p>Acknowledgement of Professor Angela Hill’s contribution to the Board.</p> <p>Phillip acknowledged Angela for her contributions to face to face meetings and involvement with the Board. She will be sorely missed. Anne also thanked Angela and provided a letter of Thanks.</p> <p>Thank you very much and hope that Queensland brings you all the joy that you hope for.</p> <p>Angela has a suggestion for a replacement – Dr Fiona Navin, Director of Access &amp; Equity, also from ECU. Will give Anne her details.</p>	
<b>7.0</b>	<b>Other Business</b>	
	Nil	
<b>8.0</b>	<b>Next Meeting</b>	
	The next meeting is scheduled for Tuesday, 16 August 2022. Conference Room at 5:00pm.	
<b>9.0</b>	<b>Roundtable evaluation of the meeting</b>	
	Nil	
<b>10.0</b>	<b>Meeting Close/Adjournment</b>	
	The meeting was closed by Phillip at 6:35 pm	

Signed (Chair) \_\_\_\_\_



Date: \_\_\_\_\_

30 Aug 2022

