

Minutes of Meeting 1 of 2023
Cyril Jackson Senior Campus Board – Board Meeting
Conference Room
Tuesday, 28 February 2023 at 5:00pm

ATTENDEES:

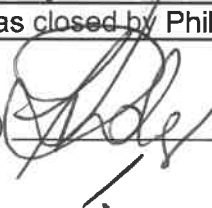
Milton Butcher – Principal, Alicia Blunt – Secretary, Simone Becker – Staff Representative, Phillip Draber (Chair) – Community Representative, Peter Stone – Community Representative, Martin Dempsey – Community Representative – on phone, Dr Fiona Navin – Community Representative, Robel Adisu – Student Representative, Anna Samul – Student Representative, Liza Beinart – Community Representative, Debra Fitzsimons – Staff Representative, Julie Grey – Guest Presenter.

1.0	Welcome and Apologies	ACTIONS
1.1	<p>Opening and Acknowledgement of Country: The meeting was opened by Phillip Draber – Chair at 5.04pm.</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>Welcomed to the first Board meeting for 2023.</p> <p>Acknowledged Simone Becker as the new staff representative to the Board.</p> <p>Phillip noted Ela's contribution to the Board.</p>	
1.2	Apologies: Russell Brown – Community Representative.	
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 members via email.</p>	
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 agenda items for Meeting No. 1 of 2023.	
3.0	Minutes of Previous Meeting	
3.1	<p>The Minutes of the previous meeting held on 29 November 2022 (Attachment 1) were tabled.</p> <p>Peter Stone and Martin Dempsey moved: "<i>The Board endorses the minutes of the previous meeting as otherwise complete and accurate.</i>" – CARRIED</p>	
3.2	<p>Business and Actions Arising.</p> <p>Nil</p>	
4.0	Presentation – Support Program	
	<p>Julie Grey, teacher in the school's Support (remedial) program, delivered a Powerpoint on her work in OLNA preparation and working with Aboriginal students and former IEC students requiring literacy and numeracy revision. The aim of the class is to assist students to pass OLNA.</p> <p>Martin Dempsey and Peter Stone moved: "<i>The Board notes the presentation from Julie Grey on the school's Support Program.</i>" – CARRIED</p>	
5.0	Reports and Operational Matters	
5.1	<p>Finance Report (Attachment 2) was tabled.</p> <p>Alicia spoke to the finance report. She reported that Cyril Jackson SC finished 2022 in a far better position than first thought at the beginning of 2022. The One Line Budget shows the Income and Expenditure as at 31 December 2022.</p> <p>Included in the report was the Financial Summary as at 31 December 2022 that will be included in the Annual Report.</p> <p>There was discussion on the 2022 Contributions & Charges collection rates and how to improve it. Payment plans can be arranged. Low-income no interest loans to help students was raised, more information would be required to see if it</p>	

	is a viable option to offer to families.	
	Debra Fitzsimons and Peter Stone moved: <i>"The Board notes the Finance Report."</i> – CARRIED	
5.2	<p>Principal's Report – (Attachment 3)</p> <p>Milton Butcher provided the Principal's Report as follows:</p> <ul style="list-style-type: none"> • 2023 School Year – Commencement of the school year started smoothly. Numerous new teachers, particularly in the IEC area due to an explosion in numbers compared to the start of 2022. A new position of a D & T Assistant was created and filled. Kristy, the school's AIEO, has had to reduce her workdays to one day a week. Cath MacDougall, Hospitality teacher, has taken LWOP to provide training opportunities for Aboriginal students at the World Indigenous Tourist Summit to be held in March 2023. • Census 2023 – Census date was Friday, 17 February 2023. Predicted numbers from August 2022 for enrolments was 360, on Census day enrolment was 422. • COVID-19 – There has been little impact this year on student attendance. No staff member has been diagnosed. • Kurongkurl Katitjin Partnership – Kristy, school AIEO, and Milton met with Fiona and representatives from KK to continue to look at opportunities for partnership. CJ remains committed to explore the "art of possible" with KK. • Compliance Audit – Work continues on resolving the recommendation from the 2022 audit. A review meeting is scheduled for next week and the Board will be updated with any relevant matters. • Vending machine - The project of the 2022 Student Advisory Group for a vending machine to be installed in the cafe is in progress. • Attendance – Attendance continues to be a concern at CJ as well as across the state. Student Services at CJ has introduced incentives – milkshakes and lunches for those with 100% and/or improved attendance. This has been popular. A move to apply Good Standing provisions to school ball attendance is being socialised with students. Part of this includes 80% attendance as the yard stick with the hope of better attendance. <p>Martin Dempsey and Simone Becker moved: <i>"The Board notes the Principal's report."</i> – CARRIED</p>	
5.3	<p>Student Representative Report</p> <p>No report - noted.</p>	
5.4	<p>Staff Representative Report - Verbal</p> <p>Staff and students are settling in. A sausage sizzle and entertainment are to be held tomorrow (Wednesday 1 March 2023) in the Café area. There are many more events to engage students in the planning. – Deb In the classroom some students are coming to grips with reality with first assessments and progress reports coming up. Staff are tutoring and targeting those students that are a little unsettled and stressed. – Simone</p> <p>Verbal report – noted.</p>	
6.0	Discussion Items	
6.1	<p>Sponsorship Agreement with KISS FM – (Attachment 4)</p> <p>Milton presented the Agreement for incoming sponsorship for approval and</p>	

	endorsement. A perceived conflict of interest was raised by a member in relation to the member's employer and the potential of slave labour (under the Commonwealth Modern Slavery Act) being used in the station's supply chain. It was agreed defer the matter whilst the potential conflict was followed up. If there is no conflict, the matter would be dealt with by an electronic meeting.	
6.2	Report on potential 2023 budget position – (Attachment 5) Milton presented a report on the potential 2023 budget position. This is a “big picture” position that will likely change following the confirmation of Census. Peter Stone and Martin Dempsey moved: <i>“The Board notes the Report.”</i> – CARRIED	
6.3	Report on 2022 Year 12 results – (Attachments 6 and 7) Milton presented a Powerpoint on the 2022 Year 12 results. The great results from the 2022 students and staff were noted as was enhancement to the school's reputation and the exemplar that such results provide to students who are supported by the CJ staff during their learning journey. Liza Beinart and Martin Dempsey moved: <i>“The Board notes the Report.”</i> – CARRIED	
6.4	Reports on Business Plan, 2022-2024 – (Attachments 8 and 9) Milton presented a report on the Business Plan, 2022-2024. This was a summary of progress, that is being made. Targets were also presented. Peter Stone and Fiona Navin moved: <i>“The Board notes the Report.”</i> – CARRIED	
7.0	Other Business	
	Phillip noted that this was Russell Brown's final meeting on the Board. A replacement is being sought. His time and contributions are greatly appreciated during his time as a Board member. He has been incisive, strategic and decisive in Board conversations. On behalf of the Board, Phillip wished him good luck in his future endeavours.	
8.0	Next Meeting	
	The next meeting, the AGM and annual public meeting, is scheduled for Tuesday, 28 March 2023 at 5:00pm in the Staff Room.	
9.0	Roundtable evaluation of the meeting	
	Phillip noted good contributions to discussions by all members present.	
10.0	Meeting Close/Adjournment	
	The meeting was closed by Phillip at 6:55pm.	

Signed (Chair)



Date:

28 Mar 2023

