



BOB HAWKE COLLEGE

Minutes Board Meeting held on 5 May 2021

Location: BHC Conference Room
Chair: Tahnee Davies
Secretary: Vacant
Minutes: Michelle Chapman

Attendees: John Burke, Tahnee Davies, Erica Schurmann, Jeanette Steers, Catia Malaquias, Annette Nisbet, Matt Titmanis, Kylie Ashenbrenner, Richard Diggins, Sisonke Msimang, Naomi Liddelow.

Apologies: Nicole Cooper, Adrian Lee

	Agenda Items	Discussion/Action	Who
1.0	Welcome – Acknowledgement of Whadjuk Noongar Country	TD read Acknowledgement of Whadjuk Noongar Boodja from BHC Business Plan.	Chair
1.1	Welcome	Welcome to new Board members Sisonke Msimang and Naomi Liddelow	Chair
1.2	Reflection	JS reflection was inspired by a gift from a friend. It highlighted the significance and value of developing traditions and culture to build connectedness. It is important as a College we actively engage and support students in creating a positive school culture to build connections and inclusion with a shared vision.	JS
1.3	Apologies, Disclosure of interests	As Above	
1.4	Correspondence	Nil	
1.5	Confirmation of Agenda		
1.6	Minutes of Previous Meeting	Minutes of meeting held 24 March 2021 accepted as true and accurate record of the previous meeting circulated by email on 27 April 2021 read as accepted. TD: Moved KA: Seconded All in favour	
1.7	Actions from Previous Meeting	ACTIONS 1. JB to contact DOE to check accreditation status of iPulse App 2. Staff to source feedback from students at conversation café in regard to student reluctance to participate in Sports Carnivals	
2.0	Principal's Update and Questions <i>Principal's Report – for noting</i>	<ul style="list-style-type: none"> Acknowledged students outstanding participation in stage 2 sod turning ceremony. There is a delay in the completion of outdoor courts and bridge, now expected toward end of term 2. Second language is as yet undetermined. 2022 Language will likely only be offered to 2022 Year 7 students. 	JB

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3.0	Finance Update and Questions <i>Finance Report – for noting</i>	JB presented report in NC absence. <ul style="list-style-type: none"> NC has sought clarification from DOE in regard to “Pay it Forward”. Initial response is that it sits with P&C in Student equity fund. ACTIONS <ol style="list-style-type: none"> NC to continue to investigate Pay it Forward options further. NC will provide a session to explain data presented to the Board in the financial report. Date to be confirmed. Website to be updated with new board members. 	JB
4.0	Board Sub-Committee and Working Groups Report	<p>Board resolved to appoint Tiki MacLennan as a co-opted member of the BHC Governance Sub-Committee. TD: Moved KA: Seconded All in favour</p> <p>Board resolved to appoint Erica Schurmann as a co-opted member of the BHC Student Wellbeing Working Group and the Facilities and Amenity Sub-Committee. TD: Moved CM: Seconded All in favour</p> <p>Board resolved to appoint Kara Beecham as a co-opted member of the BHC Student Wellbeing Working Group. TD: Moved JS: Seconded All in favour</p> <p>Board resolved to appoint Kate Reid as a co-opted member of the BHC Student Wellbeing Working Group. TD: Moved CM: Seconded All in favour</p>	
4.1	Governance Sub-Committee Update	<ul style="list-style-type: none"> Discussion around governance of student equity fund. Drafting a Skills Self-assessment survey of Board members with view to selecting future community or co-opted board members. Looking to compile a list of parents with applicable skills and interests. Will undertake a review of board and school policies during the year. 	Chair
4.2	Student Wellbeing Working Group <ul style="list-style-type: none"> <i>Report – for noting</i> 	<ul style="list-style-type: none"> General comment regarding the ability of the College to be agile and responsive to situations Committee supported the imbedding of Healthy Relationships program. Discussed broader considerations. Suggested a parent hub to contain more information for parents to help navigate healthy relationships. Suggested a need for an increased awareness with students of the role of services available at Student Central. Including safe spaces. Student Wellbeing committee requested a discussion before the College secured speakers. Would like decisions made in partnership. Acknowledgment of expertise of parent and community membership of the Board. 	

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		<ul style="list-style-type: none"> • JB outlined the role and boundaries of the sub committee • Letter drafted to be sent to parents regarding Healthy Relationships Program. <p>ACTION:</p> <p>6. Comments on parent letter on Healthy Relationships Program and additional source information to be sent to Kara Beecham.</p>	
4.3	Facilities and Amenities Sub-committee	<ul style="list-style-type: none"> • Focus on Stage 2 building project and provisions for sensory friendly areas. • Amended memorandum to advocate for reversal of the DOE position on all gender toilets. • Submit memo with insertion of student position. <p>ACTION:</p> <p>7. Draft a summary of key points raised in gender toilets memo to include at top of memo and circulate amendments of memo for approval.</p>	
4.4	Bag and Amenities Sub-committee	Report presented in draft form. Completed report will be presented at next meeting for approval. Discussion on contents of report. A communication plan will be developed to circulate report to parent community.	KA
4.5	Risk Sub-committee	KA provided overview of Risk Committee objectives. Discussed College response to complaints raised.	KA
5.0	Policy Discussion: Student behaviour (Bullying/Consent/Harassment)	Issue addressed in Student Wellbeing Working Group discussion. Request from Board to clarify review of Healthy Relationships program to assess impact on students.	Chair
6.0	Parent Feedback	<ul style="list-style-type: none"> • Parents requested clarification of Blended Learning. <p>ACTION:</p> <p>8. JB to workshop with Exec ways to communicate blended learning process to parents</p>	AN
7.0	P & C Report	Key Issues raised at meeting held 28 April 2021	AN
8.0	Next Steps & Actions		
9.0	Other Business	Position of Board Secretary is vacant. Call for nominations next meeting.	Chair
	Next meeting: Wednesday, 9 June 2021 at 6pm		
	Meeting Closed:	9.13pm	

