



## ATWELL COLLEGE

### Minutes for Board Meeting 6:30pm Tuesday 20 June 2023

	ITEM	ITEM TYPE	LED BY	TIME (min)	DISCUSSION/PROGRESS REPORT	ACTION/TIMELINE
1.0	<b>Meeting opened: 6.30pm</b>					
2.0	<b>Welcome</b>					
2.1	Attendees: Natalie Machin, Wade Westphal-Groves, Ken Bohan, Edward Proudler, Nicole Boak, Michael Ciccotosto, Samantha Brown Apologies: Samantha Higgins, Jennifer Parker, Chelsea Packer, Kolin van der Wal, Cindy van der Wal Absent:					
2.2	Welcome and acknowledgement of country.		Natalie	1	I respectfully acknowledge the past and present traditional custodians of this land on which we are meeting, the Whadjuk Noongar people. I also acknowledge the contributions of Aboriginal and non-Aboriginal Australians to the education of all children and people in this country we all live in and share together - Australia	
2.3	Declaration of conflicts of interest		Natalie	1	Any conflicts of interest with any agenda items identified by individual board members?	
3.0	<b>Minutes of Previous Meeting</b>					
3.1	Review minutes of previous meeting.		Natalie	2	Acceptance of minutes. Accepted by: Natalie Machin Seconded by: Samantha Brown	

4.0 Business Arising						
4.1	Strategy for Board Focus	Information	Michael Ciccotosto	1	<p>Discussion regarding College Board having a greater role/presence within the College and local Community. School wide events (Graduation, Assemblies, Showcases) – Request for invitations to be extended to the Board.</p> <p>College Board actively promote the College where possible.</p> <p>Board would be open to attending and presenting at Information evenings, Parent nights, P&amp;C meetings, Staff meetings etc.</p> <p>Increasing connections with primary schools. Providing the community with an insight into what the College has to offer.</p> <p>Goal of improving the community perception of Atwell College.</p> <p>Discussion of presence of College Leaders within the College and local community.</p> <p>Celebrating achievements on social media (both staff and student achievements).</p>	Discussion to continue at next meeting. Information to be taken to Executive Meetings
4.2	Finance update	Information	Michael Ciccotosto	1	<p>May Finance Update (Covering agenda items 5.6, 5.7)</p> <p>Accepted by: Wade Westphal-Groves</p> <p>Seconded by: Natalie Machin</p>	
5.0 Agenda						
5.1	OLNA Results and information	Information	Michael Ciccotosto	3	<p>17 - Year 12 students are yet to achieve OLNA</p> <p>75 – Year 11 students</p> <p>78 – Year 10 students</p> <p>Confident in having a high percentage of students passing OLNA and graduating this year.</p> <p>Round two of OLNA next term.</p>	
5.2	Attendance	Information	Michael Ciccotosto	3	<p>Unauthorised absences are effecting attendance data.</p> <p>College is contacting guardians regularly.</p> <p>Discussion on reason why this is occurring.</p>	

					Late to class discussion. Teachers still using the late feature on Compass.	
5.3	Strategic Improvement plan	Information	Michael Ciccotosto	10	Overview of Strategic Improvement Plan Review of term 2 is scheduled for the next two Fridays. Due to unforeseen circumstance, Reviews have been postponed this term. College will continually review any aspect that has not been yet met (Red).	
5.4	P.B.S and new DOE Bullying policy to be launched in July	Information	Michael Ciccotosto	20	Behaviour Policy to be implemented in July. Positive Behaviour Support has been utilised in the College in previous years. Policies to be redesigned to reflect PBS requirements.	Mike to email College and DOE policies to all Board members
5.5	Asset and management review audit	Information	Michael Ciccotosto	10	Last week Atwell College was reviewed by DoE. Positive outcomes.	
5.6	Budget.	Information	Michael Ciccotosto	10	Covered above (4.2)	
5.7	College Finances	Information	Michael Ciccotosto	5	Covered above (4.2)	
5.8	SEL – Social Emotional Learning	Information	Michael Ciccotosto	10	Developed throughout semester 1. Information gathered from the TTFM Survey. College staff wanted this to happen. Links to SIP. Aim to upskill College staff in SEL. Embedded in Year 7 2023. Followed by Year 7 and Year 8 2024. 1 hour a week will be taken from science and HASS 10 hours each LA per term. Led by Shannon Fiannaca (Yr 7 Coordinator) and HPE staff.  Discussion of links to Honours and sense of belonging outside of school. Recognising students who achieve in areas outside of the Academic.	
5.9	Acting Principals for Term 3 and Term 4	Information	Michael Ciccotosto	10		

6.0	Remaining meeting dates	Discussion	Nicole Boak	5	Confirming dates to avoid clashes with other meetings (P&C). P&C meetings occur Week 3 & 8 on a Tuesday night. Board meetings proposed for Term 1: Week 2 & 7 Term 2: Week 7 Term 3: Week 7 Term 4: Week 2 & 7	Mike to confirm dates and check clashes.
6.0	<b>General Business</b>					
6.1	Uniform discussion	Discussion	Samantha Brown	5	Uniform discussion. Question regarding Female uniform – Leggings? Common policy across secondary schools. Due to not being considered work attire. Uniform policy is available on the College website  Reminder could be sent out	Mike to follow up wording of uniform policy explaining reason for selections
6.2	Course Counselling	Information	Michael Ciccotosto	5		
6.3	Murdoch University	Information	Michael Ciccotosto	5	Courses delivered on site for direct entry into University. They will be provided with a 70 ATAR or lower.  Similar to a bridging course.  \$1200 cost to students/guardians (4 periods a week). Year 12 students only, 2024.  Point of difference for Atwell College – Should be promoted.  Needs to be committed to and retained from year 7 through to year 12.  Potential to also link with Curtin University.	
7.0	<b>Next Meeting – Week 7, Term 3 (29<sup>th</sup> August)</b>					
8.0	<b>Meeting Close: 8.06pm</b>					

Chair: ...Natalie Machin.....

Signature: .....*P. Machin*.....

Date: *21-10-2024*.....