



**Beverly District High School
School Board (Meeting #6) – BDHS Library
Public Annual General Meeting
Minutes**

Independent Public School – Successful, Supportive, Sustainable

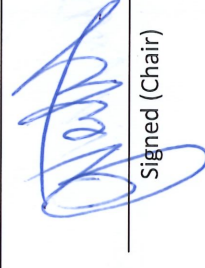
DATE:	2 nd September, 2025	TIME:	4:30pm for a 5:00pm start	CHAIRPERSON:	Carly Veitch	MINUTE SECRETARY:	Aliesha Murray
ATTENDEES:	Carly Veitch (Parent/Chair), Chad Atkinson (Parent/Vice-Chair), Leighton Fraser (Parent), Aliesha Murray (Principal), Sally Kilpatrick (Staff), Narelle Bailey (Staff). Non-Board Members: Jason Bury (Parent), Drew Doncon (Parent) & Melissa Blechynden (Parent/Staff).						

#	Time	Item	Who will Lead?	Status: Discussion / Progress / Update / Note / Confirm / Report / Endorse	Action and/or Timeline, Notes
1.0	5:00	Welcome and Apologies			
1.1		Opening and welcome. Acknowledgement of Country.	Chair and Principal	Note Apologies: Jennifer Murray (Administration and Communications Officer).	Absentees: Terms of Reference 10.1: Quorum At a meeting, fifty per cent of members present in person at a School Board meeting constitute a quorum. (N.B This includes electronic means). <u>See # 4.1 below.</u>
1.2		Confirmation of the Agenda.	Chair	Confirm	Call for late General Business items.
2.0	5:05	Disclosure of Interests			
2.1			Chair	Note Identify real, perceived, or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the chair before the meeting to determine the appropriate way to manage the conflict.	Nil.
3.0	5:07	Minutes of Previous Meeting			
3.1		Review previous meeting minutes.	Chair	Confirm Endorsement of the previous meeting minutes (Meeting 3 1/7/25) as an accurate representation of the meeting.	Moved: Sally Kilpatrick Seconded: Chad Atkinson MINUTE Secretary to action signing of minutes by School Board Chair. Signed Carly Veitch
4.0	5:15	Actions Arising from previous			
4.1		Carryover: General Business.	Chair	Note Carryover: Discussion from previous meeting not completed. (General Business).	Nil.
5.0	5:20	Correspondence			
5.1		IN: Minster of Education > Jay Peckett – Notification of:	Aliesha	Note Inform	DoE Strategic Plan will be published in early 2026, inclusive of a 10 Year Workforce Plan.

		- DOE strategic long-term plan development - 10 Year Workforce Plan development • 2025 Australian Teacher Aide of the Year Awards. 2025 Australian Teacher Aide Team of the Year Awards. OUT: • School Board Parent Representatives > Nominations 2026. • School Board Staff Representatives > Nominations 2025. • Compass Notifications – Parents • 2026 Schooling Intentions	Aliesha	Note	• BDHS Education Assistant Team received a 'Highly Commended' for their nomination for this award. • BDHS Lead EA – Marie Walker received a 'Highly Commended' for her nomination for this award. • Recognition of this achievement was published to parents via Compass Week 4 Term 3 and will feature in Beverley Blarney. • To be published to parents Week 9 2025. • To be emailed to staff Tuesday 2nd September 2025. • For Compass templates that generate a parent communication, a noted line has been added to these communications to ensure parents understand that this email is system generated. • To assist with planning and staffing for 2026 an initial Compass event was created to request information regarding schooling for current students in 2026.	Action: To be shared with the School Board in 2026. Action: Formal acknowledgement at next Assembly. Attachment 1: School Board Parent Representatives Nominations 2026. Attachment 2: School Board Staff Representatives Nominations 2026. Please note: This is a system-generated email based on information recorded in a Compass report. As such, the language may not reflect the tone or detail typically used in a personalised message from a staff member. Action: Responses to be collated to inform planning. - Currently there are 9 enrolments for Kindy 2026. Supported through advertisement, communications and contact with EYN and Playgroup.
6.0	5.25	Agenda Items				Provided at meeting: – Principal Report. See Attached
6.1		Principal Report.	Aliesha	Note	• Principal to provide report.	Attachment 3: BDHS NAPLAN PROFILE DATA
6.2		NAPLAN 2025 Final Review.	Aliesha	Discuss	• Review of 2025 NAPLAN data.	PowerPoint: Presentation & Printout provided at meeting – See attached Handout – data analysis. • School Board were supportive of the achievement of the school and congratulatory of the staff and their efforts in driving this level of achievement. • A point of interest - comparative data from 2023 – 2025 stable cohorts

					Action: Present 2023 – 2025 Stable Cohort data to the board at future meeting.
6.3	School Board Election Planning.	Aliesha	Discuss	- Nominations to be published Week 9 for Parent Representatives (2) and email to be sent to all staff for Staff Vacancy (2/09/2024). - Elections if required early Term 4.	Attachment 1: School Board Parent Representatives Nominations 2026. Action: To be emailed to staff Tuesday 2nd September 2025. Attachment 2: School Board Staff Representatives Nominations 2026. Action: To be published to parents Week 9 2025. Action: Aliesha to follow up Community Representative options for School Board 2025/2026. <i>Provided at meeting.</i> Attendance has declined and the school is monitoring attendance rates, implementing measures for encouragement of regular attendance and supporting students with knowing the narrative around their attendance rates and actions to improve attendance. Action: Term 3 / Term 4 Attendance Policy Review Action: Staggered implementation plan Term 4 2025– Term 1 2026. Action: Policy to be presented to School Board Term 1 2026. Action: Draft Business Plan to be present to Board in Term 4
6.4	Review of Attendance.	Aliesha	Discuss	Review school attendance data.	
6.5	Policy Reviews	Aliesha	Discuss	<u>Attendance Policy Review</u> Draft Policy has been prepared by Aliesha Murray, to be reviewed by WSIT (to update with any required changes). Aliesha Murray leading this review. - Review of the current 2021- 2023 Business Plan has started. - Currently reviewing 2023 – 2025 Whole School Improvement Plan to inform the Business Plan	
	School Business Plan 2023 - 2025	Aliesha	Inform		
	Uniform	Aliesha	Discuss	- Proposed uniform additions - Cadet shirt custom design - Faction shirt custom design	School Board supportive of both Cadet Shirt and Faction Shirt development and design. Action: If required, the designs can be emailed to School Board members for approval via email prior to the Term 4 School Board meeting.
	Public School Review 2025	Aliesha	Inform	PSR has been scheduled for Term 4 Week 9.	Action: Further information and planning will be forwarded to Board members as it comes available.
7.0	6:05 Reports				
7.1	Finance Reports	Aliesha	Note Confirm	- School Financial Summary Report. - Operational One Line Budget Summary. - Consolidated Financial Report Cash & Salary. - Budgets will be closed Week 9 of Term 3. All spending past this time is to be approved by MCS	Attachment 4: School Financial Summary Report. One Line Budget Summary. Consolidated Report Cash & Salary. No questions

					and Principal. Term 4 > Planning to commence for class structures, staffing needs, proposed cash budget for 2026.	Action: Financial Planning for 2026 will commence end of Term 3 2025.
8.0	6:15	Public Feedback				
8.1		Public Feedback Session	Carly	Discussion	School Board Chair to welcome any feedback from public attendees at the meeting.	Nil.
9.0	6:25	General Business				
9.1		Pool Closure	Carly	Discuss	The Beverley Pool work has been delayed, and the Beverley Pool will not be opening until January 2026 – what will be the effect on the 2025 school swimming programs?	Aliesha has been in contact with the department regarding the pool closure and is working toward a solution – possibly Term 1 Interim Swimming lessons to be scheduled – TBC. Action: Confirm Interim Swimming Planning and communicate changes to School Board, parents and community.
9.2		Parent Representatives	Carly	Invitation	Invited any parents to nominate to join the School Board to start their term in 2025 to fill the current vacancy.	Action: Carly to discuss Board nominations with any interested parents.
9.3		Meeting dates	Aliesha	Discuss	There has been previous discussion to reduce the number of Board Meetings per year to five (one meeting per term and two meetings in Term 1). Confirmation with the Board sought that there would only be one meeting in Term 4 – Date 18/11/2025?	Agreement confirmed – 5 meetings per year Action: Next Meeting (and final for 2025) date set for Term 4 - Week 7 - 18/11/2025.
	6:40	Number #6 of 2025 Meeting close	Chair	Confirm	Meeting closed at 6.39pm	
10.0		Next Meeting: Number #7	Chair	Confirm	Date: 18/11/2025 (Term 4 - Week 7) Time: 5.00pm	


Signed (Chair)

18/11/25

Date: