

**Beverley District High School**  
**School Board Meeting - Staff Room**  
**MINUTES**

**Independent Public School - Successful, Supportive, Sustainable**

<b>DATE:</b>	5 <sup>th</sup> August, 2020	<b>TIME:</b>	1:20pm for a 1:30pm start	<b>CHAIRPERSON:</b>	Damien Murray	<b>MINUTE SECRETARY:</b>	Aliesha Murray
<b>ATTENDEES:</b>	Damien Murray (Chairperson/Parent), Darrell Hagan (Parent), Lisa Blanch (Parent), Mike Fairclough (Parent), Simon Marshall (community member) Adrian Lister (Principal), Sarah Aynsley (Staff), Samantha Gollan (Staff), Olivia Lucas (Student Leader), Dale Byron (Student Leader)						

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm /Report	Action and/or Timeline, Notes
1.0	1:30	<b>Welcome and Apologies</b>				
1.1		Opening and welcome	Chair		Apologies: Mike Fairclough  Welcome to Adrian from the board. Adrian thanked the board, staff and community for the warm welcome and looks forward to supporting the teaching and learning in the school.	Absentees:
1.2		Confirmation of the Agenda	Chair		Call for late General Business items.	See Below.
2.0	1:32	<b>Disclosure of Interests</b>				
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.	Board members informed.
3.0	1:34	<b>Minutes of Previous Meeting</b>				
3.1		Review previous meeting minutes	Chair	Confirm	Endorsement of the previous meeting minutes as an accurate representation of the meeting?	Moved: Sarah Aynsley Seconded: Sam Gollan
4.0	1:40	<b>Actions Arising from previous meeting</b>				
4.1		Carryover: General Business.	Chair	Note	<b>Carryover: Discussion from previous meeting not completed. (General Business)</b>	New procedure implemented.
4.2		School Promotion and Marketing	Adrian	Update	Shopfront on Vincent Street. TV/Screen/Media promoting school activity and successes.	<ul style="list-style-type: none"> <li>Adrian to follow up with Damien regarding available shop fronts.</li> <li>Darrell to follow up with the Vines owners, Bill</li> </ul>

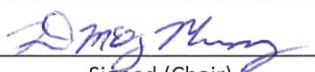
					Back to Beverley Social Media plan – ask for submissions of old school photos and we can set up a Reflection of BDHS Facebook with linked Instagram that is owned by the Beverley dhs Facebook owner (BDHS Admin) – Anyone can post but all posts are approved by a central owner before they are published.	<p>Chambers and U Beauty Country regarding the use of their shop front, to use to promote and market the school.</p> <ul style="list-style-type: none"> <li>Adrian to follow up on Beverley Reflection Social Media with Damien and Sarah Aynsley</li> <li>Idea discussed to invite prior students back to the school to discuss their successes</li> </ul>
4.3		DPA	Adrian	Note	School has signed DPA during Term 2. New Delivery Agreement (DA) to cover all schools is being developed for 2021. Consultation being undertaken at present with strong links to Principal performance and Public School Review (PSR).	<ul style="list-style-type: none"> <li>Adrian to follow up on the expectations around signing a Delivery Agreement as it has not been signed in 2020.</li> </ul>
5.0	2.00	<b>Correspondence</b>				
5.1		Email from Ben Ratz			Ben Ratz has been appointed the Principal of Amaroo PS. Email sent from Ben to School Board informing them of his departure and subsequent resignation from the School Board.	<ul style="list-style-type: none"> <li>Tabled.</li> </ul>
6.0	2.05	<b>Agenda Items</b>				
6.1		Student Leader Report	Olivia Dale	Discuss	<p>Main points of student feedback to board questions:</p> <ul style="list-style-type: none"> <li>More regular contact with other schools with social and academic foci in addition to the Wheatbelt Ball.</li> <li>Oval upgrade – synthetic or grass for increased opportunity for sports and play.</li> <li>Home Ec option for secondary students to return.</li> <li>Mrs Shaw educates the leaders in protocols and procedures and the secondary leaders have had the opportunity to attend the Halogen Leaders conference prior to COVID.</li> <li>Would like to collaborate with other leaders to come up with other ideas for the roles of the leaders in the school.</li> <li>Most children can be themselves in the school and we have lots of good programs for students needing academic and emotional support (intervention programs) and lots of opportunities for every student to explore their talents.</li> <li>There are a couple of students in the school that may not following our SPARK mantra, but the teachers manage this effectively. We don't have a culture or bullying, this is usually only one or two</li> </ul>	<ul style="list-style-type: none"> <li>Grounds committee are looking at a 3-year improvement plan for the oval.</li> <li>ICT committee are looking at the IT replacement plan.</li> <li>Other points of interest will be put to staff as suggestions for improvement. <ul style="list-style-type: none"> <li>Increased contact with other students.</li> <li>Improved oval.</li> <li>Look at improvement of the culture in a proactive sense to improve students wanting to be in the secondary and anti-bullying.</li> <li>More extra-curricular activities</li> </ul> </li> </ul>



					<p>students and possibly some students who follow them.</p> <ul style="list-style-type: none"> <li>• The secondary students don't engage in the anti-bullying programs and feel that a refreshing the message of anti-bullying and SPARK every day to revisit the goals of our PBS and U R Strong rather than the younger approach of the programs. This has to be a proactive approach rather than a reactive approach.</li> <li>• Students are listened to in the school environment.</li> <li>• The school and staff accommodate for different cultures and consider the differing needs for all students.</li> <li>• Students would enjoy the return of Home Ec, Pre-Driving L Plate course (Keys for Life), gardening.</li> <li>• Students are enjoying the return of Woodwork.</li> <li>• The relationships between the community and the school is good. We have been a part of community projects, work placement sporting clinics.</li> <li>• Good things about school – socialising across year groups, Regular teachers that we know really well. IT is good for all year levels, Heating and cooling in the secondary wing.</li> <li>• Bad things about the school – when the kids misbehave and don't want to be here so they try to get suspended. Maintenance of the courts, basketball and tennis equipment.</li> <li>• 3 things to change or improve in the school: <ul style="list-style-type: none"> <li>○ Updated iPads or devices</li> <li>○ Improve the oval</li> <li>○ More hands-on subjects – Woodwork/ Home Ec/Metalwork, Gardening</li> </ul> </li> </ul>	
6.2		School Governance and Capacity Audit	Adrian	Discuss	<p>Adrian is attending School Board Training in Perth 4<sup>th</sup> September.</p> <p>The community member board position is at the end of its tenure. Currently Simon Marshall is in this position on the board.</p>	<p>Adrian to inquire if there are any vacancies for Darrell Hagan to attend.</p> <p>The board to seek a community member and endorse that member for 2021. Damien and Adrian to investigate the regulations around Simon starting a new tenure as a board community member. To be</p>

					Damien suggested that the board looks to bring in a co-opt member expert/advisor onto the board to help with the grounds project.	discussed at the next board meeting.  Damien to investigate possible co-opt members to assist with board objectives.
6.3		National School Opinion Survey	Adrian	Discuss Plan	<ul style="list-style-type: none"> <li>Reviewed questions and groupings.</li> <li>Suggestion: <ul style="list-style-type: none"> <li>the break down the school grounds questions into areas – buildings, classrooms, grounds, gardens, play areas etc.</li> <li>Three areas for improvement listed as an addition to the survey as an additional question.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Change Students – Year 5 – 10.</li> <li>Keep the questions relatively the same to 2018 to be able to see trends.</li> <li>Adrian to review Qu 3 – categories and fields available.</li> <li>Board members to look through each section and email any suggestions or queries to Adrian by 9am Thursday 6/8 that Adrian will then bring these suggestions or additions back to the board via email.</li> <li>To be emailed to parents with a link.</li> <li>Target the P&amp;C quiz night, the two assemblies and the faction carnival (possibly set up on an iPad – Sarah to investigate set-up and Wifi).</li> </ul>
6.4		Behaviour Tracking and Attendance 2020	Adrian	Note Discuss	Presentation of Behaviour Tracking Data (PBS initiative) and Attendance Data.	<ul style="list-style-type: none"> <li>Beverley DHS attendance compared to Wheatbelt schools in 2019 is positive.</li> <li>Beverley DHS v public school's primary (2017-2019) out-performing WA public schools.</li> <li>Beverley DHS v public schools secondary (2017-2019) out-performing WA public schools.</li> <li>2020 data reflects COVID attendance trends.</li> <li>Positive v negative behaviours trends – explanation of positive behaviour tracking.</li> </ul>
7.0	3:15	<b>Reports</b>				
7.1		Finance Report	Adrian	Confirm	<ul style="list-style-type: none"> <li>One Line Budget Summary</li> <li>Consolidated Financial Report Cash &amp; Salary</li> </ul>	Attachment 1: One Line Budget Summary Attachment 2: Consolidated Report Cash & Salary July Reserves plan to be presented at the next board meeting and ICT replacement plan. Review the Minor Works grant spending.
7.2		Student Census and Projected Enrolments 2021	Adrian	Note	<ul style="list-style-type: none"> <li>Update to Board based on Census to be confirm at deadline 07/08/2020.</li> <li>Projected enrolments data for 2021 is being gathered currently for budget planning.</li> </ul>	Adrian to complete census by Friday.

8.0	2:45	General Business				
8.1		School Board: Terms of Reference & Code of Conduct	Adrian		School Board: Terms of Reference and Code of Conduct update.	Adrian to look into new terms of reference and will report back to the board.
8.2		Parliamentarian Visit	Adrian		Debrief of school visit by Mia Davies MLA and Martin Aldridge MLC Central Wheatbelt.	Matt Davey (P&C president) and Damien Murray (Board Chair) joined Adrian and Aliesha and Dale Byron (Head of School) on a tour of the school to view our grounds, classrooms and, teaching and learning practices. The student leaders spoke with Mia and Martin and should be very proud of their etiquette and leadership skills that were displayed.
9.0	3:30	Next Meeting:			2 <sup>nd</sup> September 2020 (Week 7)	
		Number 6 of 2020	Chair	Note	Time: 4.00pm	Date: 05/08/2020
11.0		Meeting close	Chair			Meeting closed at 3.30pm

  
Signed (Chair)

2/9/2020  
Date:

