



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

**MINUTES**

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

<b>DATE:</b>	10 <sup>th</sup> December, 2020	<b>TIME:</b>	5:50pm for a 6:00pm start	<b>CHAIRPERSON:</b>	Damien Murray	<b>MINUTE SECRETARY:</b>	Adrian Lister
<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)						

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm /Report	Action and/or Timeline, Notes
1.0	6:00	<b>Welcome and Apologies</b>				
1.1		Opening and welcome	Chair		Apologies: Simon Marshall, Aliesha Murray (Minute Secretary).	Absentees: Nil
1.2		Confirmation of the Agenda	Chair		Call for late General Business items.	Nil.
2.0	6:02	<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.	Nil.
3.0	6:04	<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. Emailed Wednesday 11/11/2020 1.27PM.	One minor change to be made to minutes Section 4.4 otherwise minutes endorsed. Moved: Darrell Hagan Seconded: Sarah Aynsley
4.0	6:08	<b>Actions Arising from previous</b>				
4.1		Carryover: General Business.	Chair	Note	<b>Carryover: Discussion from previous meeting not completed. (General Business)</b>	Nil.
4.2		School Board Membership and Elections 2021	Adrian	Update	<ul style="list-style-type: none"> <li>• Farewell current board members.</li> </ul>	<ul style="list-style-type: none"> <li>• Farewell to our retiring School Board members: Lisa Blanch, Mike Fairclough and Simon Marshall. Board thanked all three for their commitment, devotion and service to the School Board and the wider BDHS community.</li> <li>• Mike suggested as a new vision for the secondary</li> </ul>

					<ul style="list-style-type: none"> <li>Election process completed for 2021 new Board members.</li> </ul>	<p>part of the school that consideration is given to becoming a specialist centre / school for Mobile Application development.</p> <ul style="list-style-type: none"> <li>As the appointed Election Officer Principal identified that the endorsement of one of the nominees should not have been approved as does not adhere to School Board Terms of Reference 6.2 regarding parent representative nominations. 6.2 states: <ul style="list-style-type: none"> <li>Staff who are also parents or community members will only serve on the Board in their capacity as a Department of Education employee. Such a person will only be on the Board in the category of staff membership (SEA s.127(3)).</li> </ul> </li> <li>This was confirmed by Principal Consultants who are appointed to monitor School Board / Councils in the DoE.</li> <li>Principal made an error in judgement and apologised for this oversight.</li> <li>Board Chair moved a motion to allow election result to stand with removal of ineligible parent. Board voted 4:3 against this motion.</li> <li>School Board decided that a new ballot to be conducted early Term 1 2021 with existing three nominees to contest the election.</li> <li>School Board agreed that no further parent nominations will be called for prior to this ballot.</li> <li>Principal to notify nominees of decision, apologise for the oversight and postponement of appointment due to new election.</li> <li>Principal to broadcast decision to wider community early Week 10.</li> </ul>
4.3		Policy Reviews	Adrian	Update	<ul style="list-style-type: none"> <li>Beverley DHS Behaviour Management Policy (inc. Mobile Devices and Good Standing Policies).</li> </ul>	<ul style="list-style-type: none"> <li>Postponed until 2021 due to the need for a wider scope of review for Behaviour Management Policy.</li> </ul>

5.0	6.20	<b>Correspondence</b>				
5.1		IN: <ul style="list-style-type: none"> <li>Centre of Excellence Literacy Internship Program - Expression of Interest.</li> <li>Emergency Services Cadet Program 2021.</li> </ul>	Adrian	Note	<ul style="list-style-type: none"> <li>Not successful. Large number of applications.</li> <li>ESC Program: Email from York DHS.</li> </ul>	<ul style="list-style-type: none"> <li>To reapply in Round 4 2021 if available.</li> <li><u>Email from York DHS RE: Cadets tabled.</u></li> <li>As a result of a joint application made by Beverley DHS in conjunction with York DHS our students from Year 7 – 10 will be participating the ESC Program from 2021 onwards. This a positive and exciting development for our Secondary students.</li> <li>Extremely positive feedback concerning Secondary Information Brochure sent home to parents.</li> </ul>
6.0	6.25	<b>Agenda Items</b>				
6.1		Board Chair Report	Damien	Confirm	<ul style="list-style-type: none"> <li>Annual School Board Chair Report.</li> </ul>	<ul style="list-style-type: none"> <li>As presented and tabled by School Board.</li> <li>School Board Chair Report attached.</li> </ul>
6.2		Meeting dates / schedule for 2021	Adrian	Confirm	<ul style="list-style-type: none"> <li>Dates / schedule for 2021.</li> <li>Proposed Order of School Board Business 2021 DRAFT.</li> </ul>	<u>To be provided</u> at meeting: <ul style="list-style-type: none"> <li>Proposed Order of School Board Business 2021 DRAFT. Includes dates for meetings.</li> <li>School Board to endorse and consider at Term 1 Meeting in Week 4.</li> </ul>
6.3		School Data Review	Adrian	Review	<ul style="list-style-type: none"> <li>Review of PAT achievement data and social-emotional wellbeing (SEW) data.</li> <li>National School Opinion Surveys Analysis.</li> </ul>	<u>To be provided</u> at meeting: <ul style="list-style-type: none"> <li>Reports and data presented to School Board. <ul style="list-style-type: none"> <li>PAT Data, SEW Data and National School Opinion Surveys Analysis (Parent, Staff and Student). Clarification around PAT Data needed for Year 1 and Year 5.</li> <li>General discussion around data and initial observations.</li> <li>Data presented indicated that currently meeting two targets/ milestones in School Business Plan.</li> </ul> </li> </ul>
6.4		Staffing Update	Adrian	Update	<ul style="list-style-type: none"> <li>School Gardener Update.</li> <li>STEAM and Literacy Co-ordinator + other vacancies for 2021.</li> </ul>	<ul style="list-style-type: none"> <li>Mr Rob McGrath appointed as new BDHS School Gardener 0.8FTE. Thanks to Mike Fairclough for representing the School Board and being a part</li> </ul>

						<p>of the panel and selection process for the School Gardener position. Mr McGrath will be a great addition to the BDHS Team.</p> <ul style="list-style-type: none"> <li>Two advertised permanent teaching / team leader positions advertised and recruitment process should be completed late Week 10.</li> <li>Other vacancies and school staffing for 2021 is nearing completion.</li> </ul>								
6.5		School Planning 2021	Adrian	Update	<ul style="list-style-type: none"> <li>Preliminary enrolment estimates and structure for 2021.</li> </ul>	<ul style="list-style-type: none"> <li>Updated School Board on proposed Class Structure for 2021:</li> <li>At present based on project enrolments (n=132) we are planning for the following class structure in 2021:</li> </ul> <table border="1" data-bbox="1675 624 1966 754"> <tr> <td>K/PP</td> <td>Year 1</td> </tr> <tr> <td>Year 2</td> <td>Year 3 / 4</td> </tr> <tr> <td>Year 5 / 6</td> <td>Year 7 / 8</td> </tr> <tr> <td>Year 9 / 10</td> <td></td> </tr> </table> <ul style="list-style-type: none"> <li>School Board Chair asked whether structure sustainable for next two years. Principal confirmed structure sustainable and within funding estimates for 2021 / 2022.</li> </ul>	K/PP	Year 1	Year 2	Year 3 / 4	Year 5 / 6	Year 7 / 8	Year 9 / 10	
K/PP	Year 1													
Year 2	Year 3 / 4													
Year 5 / 6	Year 7 / 8													
Year 9 / 10														
7.0	6.45	<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> <li>Comparative Budget.</li> </ul>	<p><b>Attachment 1:</b> One Line Budget Summary  <b>Attachment 2 &amp; 3:</b> Consolidated Report Cash &amp; Salary  <b>Attachment 4:</b> Comparative Budget (Nov)</p> <ul style="list-style-type: none"> <li>No immediate questions or issues highlighted.</li> </ul>								
8.0	7.00	<b>General Business</b>												
8.1					<ul style="list-style-type: none"> <li>Nil.</li> </ul>									
9.0	7:15	Next Meeting:			24 <sup>th</sup> February, 2021 (Term 1 - Week 4)									
		Number 1 of 2021	Chair	Note	Time: 4.00pm	Date: 10/12/2020								
11.0		Meeting close	Chair	Confirm		Meeting closed at 8.04pm								

  
 Signed (Chair)

24/2/2021  
 Date: