



Beverley District High School

School Board Meeting - Staff Room

MINUTES

Independent Public School - Successful, Supportive, Sustainable

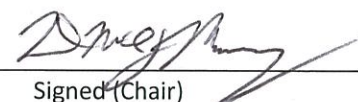
DATE:	5 th May, 2021	TIME:	6:50pm for a 7:00pm start	CHAIRPERSON:	Damien Murray	MINUTE SECRETARY:	Aliesha Murray
ATTENDEES:	Damien Murray (Parent), Deb Kitai (Parent), Adrian Lister (Principal), Sarah Aynsley (Staff), Samantha Gollan (Staff)						

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm /Report	Action and/or Timeline, Notes
1.0	7:00	Welcome and Apologies				
1.1		Opening and welcome.	Chair	Note	Apologies: Darrell Hagan, Vanessa Hewitt	Absentees: Nil. <u>Terms of Reference 10.1: Quorum</u> At a meeting, fifty per cent of members present in person at a Board meeting constitute a quorum. (N.B This includes electronic means).
1.2		Confirmation of the Agenda.	Chair	Confirm	Call for late General Business items.	<u>See # 4.1 below.</u>
2.0	7:10	Disclosure of Interests				
2.1		Disclosure of Interest.	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	7:15	Minutes of Previous Meeting				
3.1		Review previous meeting minutes.	Chair	Confirm	Endorsement of the previous meeting minutes as an accurate representation of the meeting. Emailed Monday 05/04/2021 9.33am.	Moved: Damien Murray Seconded: Sarah Aynsley Carried. Minutes approved.
4.0	7:25	Actions Arising from previous				
4.1		Carryover: General Business.	Chair	Note	Carryover: Discussion from previous meeting not completed. (General Business)	Nil.
5.0	7:30	Correspondence				
5.1		IN: • Oval	Adrian	Note	• Email from Phil Brewer (Senior Consultant) Assets and Facilities Management RE: School Oval Upgrade	Attachment 1: Email – Oval. General discussion and update provided. Consultant

		<p>OUT:</p> <ul style="list-style-type: none"> School Board Chair and Principal to compose letter of thanks for Oval Upgrade. 	Adrian	Confirm	<p>approval.</p> <ul style="list-style-type: none"> Board approval to send thank you (letter of appreciation) correspondence to Phil Brewer and John McWilliams (Assets and Facilities Management). 	<p>to be engaged to conduct /assess sustainability of water supply before a plan is drafted. On behalf of the Board, Damien thanked and acknowledged the perseverance, lobbying and advocacy displayed by Adrian in securing the oval upgrade and his regular communication with the Assets and Facilities Management Team.</p> <p>Board approved Adrian to compose a letter acknowledging the support offered the staff at Assets Facilities Management, namely by John McWilliams and Phil Brewer</p>
6.0	7.35	Agenda Items				
6.1		Principal Report.	Adrian	Note	<ul style="list-style-type: none"> Principal to provide report. 	<p>Principal Report tabled by Adrian Lister. General updates concerning:</p> <ul style="list-style-type: none"> K/PP Structure and Staffing Term 2. School Oval Reconstruction. Shire of Beverley Meeting. TheirCare Before and After School Care Program approval for Term 3. COMPASS School Management System and implementation progress. BDHS School Board Annual Report (2020) and BDHS Annual Report (2020). New ICT Regional Partnership with Canning Vale College. Beverley Station Arts meeting and request for Letter of Support for COVID Recovery Arts Grant. Principal Report to be presented prior to future board meetings to allow board members to review prior to meeting.
6.2		Board Election Protocols - Parents	Chair	Confirm	<ul style="list-style-type: none"> Board to decide and finalise for parent elections. 	<ul style="list-style-type: none"> Updated and suggested edits to Board Election Protocols. Adrian to complete and email to School Board with next agenda for meeting in Week 7.
6.3		Community Member Nomination and Election	Chair	Confirm	<ul style="list-style-type: none"> Board to decide and finalise Community Member election and appointment. 	<ul style="list-style-type: none"> Nomination/s where considered by the School Board. Michael Barrett-Lennard was nominated by

						<p>Damien. Michael is a former student of Beverley DHS (Head Boy and Dux), a certified accountant working with Rocky Bay Disability Services and he has a strong connection to the local community in his work with the Beverley Football Club.</p> <p>Moved: Damien Murray Seconded: Sam Gollan. Carried. School Board all in favour.</p> <ul style="list-style-type: none"> • Damien and Adrian to make contact with Michael to arrange a meeting and induction prior to next board meeting. • Mike Fairclough was also approached and considered for this role. Michael offered his support if and as required to assist the School Board and can be seconded if required based on pressing board business requiring his expertise. Damien to thank Mike for this offer.
6.4		Development of Student Leader Questions.	Chair	Confirm	<ul style="list-style-type: none"> • Board members are to present three questions that could be presented to the student leaders asking for feedback. • As Chair, Damien, will present the questions to the student leaders at meeting (TBC) that they can then present in an afternoon board meeting (TBC). 	All Board Members prepared three questions. Damien to compile and along with Adrian will meet with Student Heads of School prior to next Board Meeting to share questions and discuss with the process of seeking their feedback and presence at next Board Meeting in Week 7.
6.5		Statement of Expectation 2021 – 2024.	Adrian	Confirm	<ul style="list-style-type: none"> • Endorsed and signed each year by Principal and School Board Chair. To be signed at Term 2 meeting. • Funding Agreement for Schools. Signed and noted by School Board Chair. • Both to be held on file. 	<p>Statement of Expectation 2021 – 2024.</p> <p>Attachment 2: Funding Agreement for Schools.</p> <p><u>ACTION:</u> Statement of Expectation 2021 - 2024 and Funding Agreement noted and signed by School Board Chair and Principal. Statement of Expectation to be emailed to Director-General. To be filed with Board Documents.</p>
6.7		ICT & Digital Learning Working Party Update	Sarah	Update	<ul style="list-style-type: none"> • Update on school approach and review of ICT and Digital Learning. 	<p>Sarah Aynsley (Lead Teacher) ICT & Digital Learning Working Party provided an update to Board:</p> <ul style="list-style-type: none"> • Discussed Replacement Plan for ICT and general needs based on an audit of the curriculum across K – 10. • Secondary Laptop purchase to allow for 1:1 laptops ins secondary program recommended and approved by Finance Committee. • ICT & Digital Learning Operational Plan being developed along with a Staff Handbook.

						<ul style="list-style-type: none"> 15 iPads received from Canning Vale College as a result of recently brokered ICT Regional Partnership to be deployed on needs basis. Adrian thanked Sarah for her work in leading this area of school improvement.
6.8		BDHS Teaching, Assessing and Reporting (TAR) Policy	Adrian	Confirm	<ul style="list-style-type: none"> New BDHS Teaching, Assessing and Reporting (TAR) Policy to be implemented. 	Attachment 3: DRAFT TAR Policy. Carry over to next Board Meeting Week 7.
6.9		DRAFT Calendar of Events.	Adrian	Confirm	<ul style="list-style-type: none"> DRAFT Calendar of Events to be discussed and confirmed. 	Carry over to next Board Meeting Week 7.
7.0	8:20	Reports				
7.1		Finance Report.	Adrian	Confirm	<ul style="list-style-type: none"> One Line Budget Summary. Consolidated Financial Report Cash & Salary. Comparative Budget. 	Attachment 4: One Line Budget Summary. Attachment 5: Consolidated Report Cash & Salary. Attachment 6: Comparative Budget. No pressing or urgent questions.
8.0	8:30	General Business				
8.1		TheirCare: Before and After School Care	Adrian	Note	<ul style="list-style-type: none"> TheirCare: Before and After School Care update on general licence and use agreement. 	Managed in Principal Report and updates. Refer Section 6.1.
8.2		ANZAC Day Commemoration Ceremonies	Damien	Note	<ul style="list-style-type: none"> Damien congratulated our Student Leaders for their confident performance at both the school and community commemorative services for ANZAC Day. Sarah also noted that the secondary students looked spectacular in their Formal Cadet Dress Uniforms. All agreed that at both services our student participation was excellent and that the Student Leaders and Cadets were great ambassadors for our school. 	
9.0	8:40	Next Meeting:			2 nd June, 2021 (Term 2 - Week 7)	
		Number 3 of 2021	Chair	Note	Time: 6.00pm (5.50pm arrival)	Date: 05/05/2021
10.0		Meeting close	Chair	Confirm		Meeting closed at 8.50pm


 Signed (Chair)

2/6/21
 Date: