



**Beverly District High School
School Board Meeting - Library
MINUTES**


Independent Public School - Successful, Supportive, Sustainable

DATE:	2 nd June, 2021	TIME:	3:50pm for a 4:00pm start	CHAIRPERSON:	Damien Murray	MINUTE SECRETARY:	Aliesha Murray
ATTENDEES:	Damien Murray (Parent), Darrell Hagan (Parent), Deb Kitai (Parent), Vanessa Hewitt (Parent), Adrian Lister (Principal), Sarah Aynsley (Staff), Samantha Gollan (Staff), Michael Barrett-Lennard (Community Member), Anthony Webb (Head Boy), Bobbie Little-Taylor (Head Girl), John Dautopulos (Student Leadership Co-ordinator).						

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm / Report	Action and/or Timeline, Notes
1.0	4:00	Welcome and Apologies				
1.1		Opening and welcome. Acknowledgement of Country.	Chair	Note	Apologies: Aliesha Murray (arrived at 5.30pm)	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	4:05	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	4:08	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 20/05/2021 10.27am.	Moved: Samantha Gollan Seconded: Sarah Aynsley Carried as true and correct.
4.0	4:12	Actions Arising from previous				
4.1		Carryover: General Business.	Chair	Note	Carryover: Discussion from previous meeting not completed. (General Business).	Points 6.4 and 6.5 carried over from last meeting.

5.0	4.15	Correspondence				
5.1		<p>IN:</p> <ul style="list-style-type: none"> Public School Review. <p>OUT:</p> <ul style="list-style-type: none"> Letter of Commendation - School Oval Reconstruction. Letter of Support - Beverley Station Arts - COVID Recovery Grant. 	Adrian	Note	<ul style="list-style-type: none"> EDSP Letter to Principal / School Board Chair initiating Public School Review. Signed Statement of Expectation 2021 - 2024 from DG Lisa Rodgers. Email concerning School Oval Reconstruction – Vermin Control. As per last School Board Meeting agenda and minutes. 	<p>IN:</p> <p>Attachment 1: EDSP Letter.</p> <p>Late Correspondence in:</p> <ul style="list-style-type: none"> Signed Statement of Expectation 2021 - 2024 from DG Lisa Rodgers. Email School Oval Reconstruction - Vermin Control. <p>OUT:</p> <p>Attachment 2: Letter of Commendation - School Oval Reconstruction.</p> <p>Attachment 3: Letter of Support - Beverley Station Arts - COVID Recovery Grant.</p>
6.0	4.20	Agenda Items				
6.1		Principal Report.	Adrian	Note	Principal to provide report.	Attachment 4: Principal Report. Updates provided.
6.2		Board Election Protocols - Parents.	Chair	Confirm	Board to decide and finalise for parent elections.	Attachment 5: Board Election Protocols - Parents. Moved: Darrell Hagan Seconded: Vanessa Hewitt Carried and confirmed.
6.3		Student Leader Feedback and Presentation.	Chair	Confirm	Board members presented three questions to the Head Girl (Bobbie Little-Taylor) and Head Boy (Anthony Webb) seeking their feedback.	Attachment 6: Student Leader Questions. This item was presented as first item of business while Heads of School, Anthony and Bobbie were present. Very positive and open discussion / report from Student Leaders. ACTION: List of items to be actioned and preparation of a response to be prepared. Feedback to be provided to Student Leadership group in Term 4 by Principal and School Board member/s on items actioned. Action List shared with School Board following meeting and with distribution of minutes.
6.4		BDHS Teaching, Assessing and Reporting (TAR) Policy	Adrian	Confirm	New BDHS Teaching, Assessing and Reporting (TAR) Policy to be implemented.	Attachment 7: TAR Policy. Reviewed and endorsed by School Board (one small change). ACTION: To be distributed to parents and advertised in next School Newsletter. Policy to be uploaded to School website.
6.5		DRAFT Calendar of Events.	Adrian	Confirm	DRAFT Calendar of Events to be discussed and confirmed.	Discussed briefly by School Board. Ongoing work to be completed to establish an annual list / timeline of School Events. ACTION: To be published at the start of each school year.

6.6	DRAFT BDHS Annual Report 2020	Adrian	Note	<ul style="list-style-type: none"> DRAFT BDHS Annual Report for review. 	Attachment 8: BDHS Annual Report 2020. Reviewed and discussed content. Once finalised to be published on School website and Schools Online.
6.7	DRAFT BDHS Annual Operational Plan 2021.	Adrian	Note	<ul style="list-style-type: none"> DRAFT BDHS Annual Operational Plan 2021 for review. 	Attachment 9: BDHS Annual Operational Plan 2021. Reviewed Operational Plan and discussed link to school accountability and Public School Review.
6.8	BMP Review Working Party Update	Sam	Note	<ul style="list-style-type: none"> Update of recent BMP Working Party review of school policy and procedures. 	Noted timeline and implementation to be completed in coming weeks. General discussion concerning Behaviour Management in Schools Policies and school-wide positive behaviour support programs (e.g. PBS).
7.0	5:10 Reports				
7.1	Finance Report.	Adrian	Confirm	<ul style="list-style-type: none"> One Line Budget Summary. Consolidated Financial Report Cash & Salary. 	Attachment 10: One Line Budget Summary. Attachment 11: Consolidated Report Cash & Salary. Nil actions or questions. Highlighted one line with regards to negative adjustment to disability resourcing.
8.0	5:15 General Business				
8.1	School Development Day	Adrian	Confirm	<ul style="list-style-type: none"> Monday 2nd August 2021 will be our Term 3 School Development Day. Pupil Free Day as staff engaged in Talk for Reading PL. Students and staff will commence Term 3 together on Monday 19th July 2021. 	ACTION: School Development Day approved by School Board.
9.0	5:30 Next Meeting: Number 5 of 2021	Chair	Note	Date: Wednesday 11 th August, 2021 (Term 3 - Week 4) Time: 7.00pm	
10.0	Meeting close	Chair	Confirm		Date: 02/06/2021 Meeting closed at 5.50pm


Signed (Chair)

11/08/21
Date:

