



Beverley District High School
School Board (Meeting #8) - Staff Room
MINUTES

Independent Public School - Successful, Supportive, Sustainable

DATE:	22 nd November, 2023	TIME:	3:50pm for a 4:00pm start	CHAIRPERSON:	Darrell Hagan	MINUTE SECRETARY:	Aliesha Murray
ATTENDEES:	Darrell Hagan (Parent), Vanessa Hewitt (Parent), Carly Veitch (Parent), Adrian Lister (Principal), Sally Kilpatrick (Staff), Narelle Bailey (Staff), Michael Barrett-Lennard (Community Member) and Aliesha Murray (Minute Secretary).						

#	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 and Principal	Note	Apologies: Michael Barrett-Lenard	Absentees: Nil. <u>Terms of Reference 10.1: Quorum</u> 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).
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			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.	
3.0	4:07	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 Thursday 02/11/2023 09:10am.	Moved: Narelle Bailey Seconded: Carly Veitch
4.0	4:15	Actions Arising from previous				
4.1		Carryover: General Business.	Chair	Note	Carryover: Discussion from previous meeting not completed. (General Business). • See Agenda Item 6.3, 6.4 & 6.6.	• Nil.
5.0	4.20	Correspondence				
5.1		IN: • Nil.	Adrian	Note	• Nil.	• Nil.
		OUT: • Nil.	Adrian	Note	• Nil.	• Nil.

6.0	4.25	Agenda Items				
6.1		Principal Report.	Adrian	Note	<ul style="list-style-type: none"> Principal to provide report. 	<i>Provided</i> at meeting: <ul style="list-style-type: none"> Principal Report attached
6.2		School Board Chair Annual Report 2023.	Darrell	Report	<ul style="list-style-type: none"> School Board Chair Annual Report 2023. 	<i>Provided</i> at meeting: See Chair Annual Report 2023 attached.
6.3		Student Health and Wellbeing.	Adrian	Discuss	<ul style="list-style-type: none"> Social Emotional Learning (SEL) Survey results 2023. 	To be reviewed in Term 1 2024 along with other survey data.
6.4		Planning for School Board 2024.	Adrian	Discuss	<ul style="list-style-type: none"> School Board vacant parent representative position 2024 - 2026. 	Board members to send suggestions of potential early years parent representative for the 2024 vacant parent board member.
6.5		Proposed Schedule of Business 2024 & Meeting Dates.	Adrian	Confirm	<ul style="list-style-type: none"> To determine proposed schedule of business, meeting dates, and schedule for 2024. 	Attachment 1: Proposed Schedule of Business 2024.
6.6		FINAL 2024 Contribution Fees, Charges and Booklists.	Adrian	Note Endorse	<ul style="list-style-type: none"> Board to review and give final endorsement at next board meeting in Week 7. 	Attachment 2: FINAL 2024 Contributions, Fees, and Charges, and Booklists. Correction to 750mm post it note to 75mm. Board noted and approved FINAL 2024 Contribution Fees, Charges and Booklists.
6.7		School Business Plan 2023 – 2025: Monitoring and Action #2	Adrian	Discuss	<ul style="list-style-type: none"> Ongoing reflection on school focus areas, priorities, initiatives, and KPIs. 	Bring your personalised copy of School Business Plan 2023 - 2025.
6.8		Fogarty Strategic Direction Review.	Adrian Sally	Report	<ul style="list-style-type: none"> Update on current Fogarty initiatives. 	See Attachment 3: Beverley DHS Change Story. See Attachment 4: Capturing our School Progress Story (COSPS). Presented at the meeting.
7.0	5:10	Reports				
7.1		Finance Report.	Adrian	Note Confirm	<ul style="list-style-type: none"> Operational One Line Budget Summary. Consolidated Financial Report Cash & Salary. Beverley DHS Finance Committee update. 	See Attachments 5: School Financial Summary Report (New) . 6: One Line Budget Summary. 7: Consolidated Report Cash & Salary. 8: Comparative Budget <i>To be provided</i> at meeting: Beverley DHS Finance Committee Minutes.
8.0	5:15	General Business				
8.1		Thank you	Chair		<ul style="list-style-type: none"> Thank you for all your hard work and the ongoing commitment to the school community. 	
9.0	5:30	Number #8 of 2023 Meeting close	Chair	Confirm	Meeting closed at 5.40pm	
10.0		Next Meeting: Number #1	Chair	Confirm	Date: 22/02/2024 (Term 1 - Week 4) Time: 5.00pm	

Signed (Chair)

Date: