



Beverley District High School
School Board (Meeting #7) - Principal Office
MINUTES

Independent Public School - Successful, Supportive, Sustainable

DATE:	1 st November, 2023	TIME:	4:50pm for a 5:00pm 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 > attended in Teams) and Aliesha Murray (Minute Secretary).						

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm /Report	Action and/or Timeline, Notes
1.0	5:00	Welcome and Apologies				
1.1		Opening and welcome. Acknowledgement of Country.	Chair and Principal	Note	Apologies: Nil.	Absentees: <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	5:05	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.	Nil.
3.0	5:07	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 04/09/2023 11:20am.	Moved: Carly Veitch Seconded: Sally Kilpatrick
4.0	5:15	Actions Arising from previous				
4.1		Carryover: General Business.	Chair	Note	Carryover: Discussion from previous meeting not completed. (General Business). Darrell congratulated Adrian Lister on his permanent appointment as Principal of Beverley DHS - officially starting Term 4 2023.	Nil. Adrian accepted congratulations.
5.0	5.20	Correspondence				
5.1		IN: • Nil.	Adrian	Note	Nil.	

		<p>OUT:</p> <ul style="list-style-type: none"> Letter of Commendation for Shire of Beverley > Footpaths / Safe4Kids Workshops. 	Adrian	Note	<ul style="list-style-type: none"> Letters of Commendation for completed footpath works and upgrades and support of the Safe for Kids - Protective Behaviours Workshops with Shire Grant approval. 	<p><u>Provided</u> at meeting:</p> <ul style="list-style-type: none"> 1 x Letter of Commendation.
6.0	5.25	Agenda Items				
6.1		Principal Report.	Adrian	Note	<ul style="list-style-type: none"> Principal to provide report. 	<p><u>Provided</u> at meeting:</p> <ul style="list-style-type: none"> Refer to Principal Report - attached.
6.2		Student Health and Wellbeing.	Adrian	Report Discuss	<ul style="list-style-type: none"> Social Emotional Learning (SEL) Survey results 2023. 	<p><u>Report provided</u> to board members at meeting:</p> <ul style="list-style-type: none"> SEL Data. Discuss at Meeting #8.
6.3		Review of NAPLAN data and comparison.	Adrian	Discuss	<ul style="list-style-type: none"> Review of final NAPLAN and school trends. 	<ul style="list-style-type: none"> Shared comparative data with Like Schools/WA Public Schools. Comparative data to be emailed to Board members.
6.4		Planning for School Board 2024.	Adrian	Discuss	<ul style="list-style-type: none"> School Board elections and membership. Priorities and training. 	<ul style="list-style-type: none"> Board members to attempt to recruit a parent of ECE children to broaden the perspective of the Board.
6.5		Preliminary Planning 2024.	Adrian	Report	<ul style="list-style-type: none"> Update on projected numbers and staffing. Notification to parents. 	<p>Estimated Numbers:</p> <ul style="list-style-type: none"> 13 Kindy enrolments 2024 confirmed. 160 – 170 students total (38 Secondary) Sec SIDE subjects to be confirmed in coming weeks for 2024.
6.6		DRAFT 2024 Contribution Fees, Charges and Booklists.	Adrian	Discuss	<ul style="list-style-type: none"> Board to review and give final endorsement at next board meeting in Week 7. 	<p><u>Provided</u> at meeting:</p> <ul style="list-style-type: none"> DRAFT 2024 Contribution Fees, Charges and Booklists.
6.7		School Business Plan 2023 – 2025: Monitoring and Action #1	Adrian	Discuss	<ul style="list-style-type: none"> Initial reflection on school focus areas, priorities, initiatives, and KPIs. 	School Business Plan 2023 - 2025 initial brief review.
6.8		Fogarty Strategic Direction Review.	Adrian Sally	Report	<ul style="list-style-type: none"> Update on current Fogarty initiatives. 	Continuing to address the WSIP foci areas that are strongly linked and evident in the new Business Plan. A progress report will be shared at the next Board Meeting.
6.9		Focus 2024.	Adrian	Note	<ul style="list-style-type: none"> Focus 2024 published to all staff. 	Attachment 1: Focus 2024 provided at the meeting – newly published late September. Our BDHS Business Plan and WSIP targets much of this focus document. In addition, BDHS are currently reviewing changes in the ECE Early Years Learning Framework that are mandated by the WA DoE for 2024 and continuing our focus on cultural sensitivity.

7.0	6:10	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. 	<p>Provided and discussed: Attachment 2: School Financial Summary Report (New). Attachment 3: One Line Budget Summary. Attachment 4: Consolidated Report Cash & Salary.</p> <p>Beverley DHS Finance Committee Minutes <i>to be provided</i> at Meeting #8 as the Finance Meeting was postponed from Week 7 to Week 8.</p>
8.0	6:15	General Business				
9.0	6:30	Number #7 of 2023 Meeting close	Chair	Confirm	Date: 01/11/2023 Meeting closed at 6.00pm	
10.0		Next Meeting: Number #8	Chair	Confirm	Date: 22/11/2023 (Term 4 - Week 7) Time: 4.00pm	


 Signed (Chair)

22/11/2023
 Date: