



Beverley District High School

Independent Public School

20 John St Beverley | 9646 1165 | beverley.dhs@education.wa.edu.au

School Board Meeting Minutes

Meeting 6 Wed 5 September 2018

Expected attendees: Carly Veitch (Parent, Chair), Ros Mellick (Parent), Wendy Moore (Principal), Damien Murray (Parent), Kellie Shaw (Staff), Angela Sims (Staff), Lisa Blanch (Parent), Simon Marshall (Community member).

Minutes Secretary: Aliesha Murray (Deputy Principal)

Apologies: None

Opening Business Carly Veitch

- Attendance and apologies
- School Board previous minutes – amend if required

Signed by Chair

Correspondence Received:

- Correspondence was received from the department informing schools that every school (not just IPS schools) will be reviewed every 3 years and therefore this will impact on the date of our review. We do not yet know when the review will be but will be notified 6 months prior to the review. There will be a self-assessment process prior to the external review.

Business arising Carly Veitch

- Behaviour management plan published to community
- The annual school survey will be done at the next Term 4 school event, possibly Week 4 at the Shrek Production.

Financial reports Wendy Moore

Review of comparative budget statement. Wendy drew the Board's attention to the following cost centres.

- Photocopier budget balance is very low. A decision to halt colour printing has been made and this will reduce the yearly spend. Budget will be topped up as required this year and revised in 2019.
- D2505 – There was additional money allocated to the school for NAPLAN online resourcing and this was used to purchase additional ipads.
- D2605 – This has been incorporated into the Special Events budget
- D6135 – Outstanding invoices for speech & language program
- D6615 – Excursions this is an in and out account
- Wendy clarified that the movement of PE funds to Special Events – Special Events now incorporates Carnivals and all student events so we can better reflect purchase of PE equipment as opposed to what we spend on carnivals.

Comparative budget statement approved.



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Policy Review Wendy Moore

- Review of draft Homework policy – Wendy took the board's feedback on the homework policy to staff and have produced a draft homework policy.
- Feedback from the board – Simon questioned if the school are working toward a self-regulated approach to homework. Wendy clarified that the policy outlines the reasons for homework, it will be provided and supported at school and parents will be made aware if homework is not completed. Rewards in the classroom (dojo points) are used to encourage students to do homework.
- Discussion regarding the benefit of formalized homework. The staff and board generally agree on that homework has value and will be part of schooling at Beverley DHS.
- Simon suggested a statement that clearly outlines 'At Beverley DHS we believe that homework has value and will be set for all students with the expectation that homework will be encouraged and completed'.

Endorsed by the board

Preliminary NAPLAN results Carly Veitch

- Wendy presented the preliminary data to the Board. The comprehensive data will be available in the near future as there has been a delay in release of data from the WA Department of Education.
 - The only data available currently is the achievement bands demonstrated by our students. This is not useful compare to our targets. There is no data available for writing at the moment.
 - Any students not at Band 7 in NAPLAN are not tracking toward a pass in OLNA.
 - Damien questioned the age of literacy and numeracy support for students – Wendy responded: there is intervention from Kindy for students with learning difficulties or those who are showing low progress in literacy and numeracy. Early intervention is highly valued at Beverley DHS.
 - Carly reported that at the sports carnival that she was able to network with parents at the sports athletics carnival and had a lot of positive feedback regarding the intervention their children are benefiting from and the benefits of our small school.
 - Damien enquired as to how the online NAPLAN went. Wendy reported that the students did not find it stressful and any anomalies in data will be considered in terms of the possible impact of the transition.
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Grounds report Damien Murray & Wendy Moore

- Meeting held on 7 August. Kindy entrance to school: Building has been painted and the trees have been cut down and additional dead wood is due to be removed when the ground is dry enough.
- The signage and brickwork was planned as a student project with Steve Ellison. Due to Steve being on leave this semester, this project is delayed.
- The fence will need to be removed and this may need to be addressed by the grounds committee and a decision made about what form the fence will take.

Decking quotes for the Kindy are in the process of being obtained.



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- Steve Vincent (Shire Works Manager) attended the meeting and indicated that the paths along the Kindy entrance will be upgraded by the shire. This will be addressed in the Christmas holidays. This will delay the pathway work on school grounds to 2019.
- Drainage into river – the overflow had fallen in and Steve Vincent dug out the blockage to avoid any back up of water flooding the quadrangle. There are plans in place to either repair the drain or put in an underground storm water pipe. This is all with the engineers at the moment and will be reported back to the grounds committee.
- Bushfire risk report – has been completed for the school and the main points are that DFES recommended - removal of trees and debris around the school grounds and have contracted the removal of these at no cost to the school. From now on it will be the school's responsibility to maintain this risk factor.
- Secondary hangout area – the P&C have agreed to support this project with \$3000. We are starting with some extra tables and chairs, monkey bars and climbing wall.

Branding and Marketing of the School Kellie Shaw

- Linking the SPARK matrix to the Shire's 'Be Very' initiative – the staff are looking to link the school in with the community theme of Be Very. Branding and marketing of our school is a real
- Staff have proposed a professionally printed calendar provided to families at the end of the year for 2019 that would be a celebration of all of our students – each student would feature in some way in the calendar, titled 'Be Very Successful' (S from the SPARK Matrix)
- They would also be available through some local businesses at a reduced cost to attempt to have the face of the school in every home in our community and being part of the 'Be Very' campaign.
- Ideas of putting work up at the local businesses is also being explored
- Facebook, newsletters, blarney, emails and Connect are also being used to market and communicate school news and success.
- We want to be celebrating education in Beverley as a part of this town.
- This is also addressing the decline in numbers to make stronger links within the community and our local businesses enabling our community to speak strongly of our school.
- Suggestions are to feature students in the community ie: Be very respectful – school in the town Anzac service, Be Very Connected – Singing at the lodge, Shire, Avondale, amenities, ADWPL
- Suggestion to drive as a Shire, CRC and school project and involve local businesses.

Planning for Board Vacancies Carly

- A preliminary notification of the Board Vacancy will go in the last Term 3 newsletter
- Advertising and election of new board members will be advertised in Week 2 of Term 4, closed by the end of Week 4 and voting finalized by the end of Week 6. Wendy will put a write-up in the newsletter in Week 2 Term 4. Candidates available for announcement at the presentation night in Week 10.

8.42pm Chair

Meeting close

- Next meeting confirmation 24 October 2018 7pm (Apologies Simon Marshall)

Minutes: Aliesha Murray