



Beverley District High School

Independent Public School

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

School Board Meeting Minutes

Meeting 3 for 2018 Wed 16 May 2018

Attendees: Carly Veitch (Chair, parent), Wendy Moore (Principal), Kellie Shaw (Staff), Angela Sims (Staff), Lisa Blanch (Parent), Damien Murray (parent)

Apologies: Ros Mellick (Parent)

Minutes Secretary: Aliesha Murray

Opening Business

- Previous minutes reviewed and accepted; signed by Chair.

Business arising

- Letter of appreciation to Diane Colebrook was signed by Carly Veitch and sent out. Ray Colebrook called to indicate his and Diane's appreciation of the letter.
- School open afternoon. Carly reported positive feedback about the afternoon with families enjoying the chance to look around the school. The separate tent for the Board was not so successful – it might have been better to have combined with the P&C tent, or had a more significant drawcard or position. Damien reported that the feedback from people he spoke to about the school oval was that it should be retained at a reduced size, with the expectation that it would provide a good winter surface of couch, even if it lost some condition over summer.
- Response to letter of support for Chaplaincy program. Carly received a response from the Minister acknowledging her letter.

School Budget

- Discussion at previous meeting – presented for clarification & endorsement by the Board. The student centred funding model and the cash and salary allocations had been discussed at the previous meeting. Nothing had changes but the budget could not be endorsed at the last meeting and the allocation had not yet been processed. Wendy proposed that the budget be accepted and this was endorsed by the Board.

Delivery and Performance Agreement

- This is the document that the school is required to complete that sets out the obligations of the School, the Department (through the Director General) and the Board. A copy was provided to Board members. The DPA was noted (signed) by the Chair for forwarding to the Director General as required.

Review of school business plan targets and strategies (Continued from previous meeting)

- Targets for student enrolment numbers. After discussion, it was agreed that it was difficult to track what proportion of local families attend the school or which local families attend other schools – and as the target cannot be worded in a way that makes it measurable, it so this should be included as a priority focus area rather than as a target in the Business Plan.



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- Water usage – it was decided to continue to track scheme water usage over a three year cycle to get a baseline and then determine targets based on the figures that are obtained. The goal remains to minimize scheme water use.
- Inclusion of focus statements and initiatives in relation to Aboriginal Cultural Standards. A statement about a commitment to acknowledging Aboriginal families and heritage is to be included in the preamble to the 'sustainable' section of the business plan and a statement about inclusivity, and a commitment to improving staff awareness of cultural considerations and ensuring an inclusive school culture is achieved is to be included in the supportive section. Wendy will draft the wording to bring back to the Board for consideration. Wendy noted that the school was looking at a 6 seasons garden; Lisa offered to provide some knowledge about bush foods and share her sister's thesis about Aboriginal storytelling in schools.
- Potential contribution of community member to business plan priorities. After discussion about the value of community members to the Board, and especially those with an understanding of local government processes and issues, it was decided to again canvass suitable community members about joining the School Board. Board members will report back to the next meeting.

Initial scope discussion – Behaviour management policy review

- Carly led a discussion about elements that the Board felt should be included in a business management plan. These included:
 - The purpose of the plan (e.g. helping staff to manage behaviour)
 - Steps and consequences (statements of what are considered positive and negative behaviours; values.
 - Parent responsibilities
 - Parent expectations,
 - Contact process for parents
 - Information about the PBS Spark matrix 0 how this will be communicated to parents and how reminders will be sent
 - The strategies in place to support positive behaviour (e.g. Rock and Water and other curriculum links)
 - Processes for high end misbehavior – e.g. assault, dangerous behaviour, cyber safety) and the plan policy for keeping all children safe (parents want to know how the school will keep their child safe)
 - How the policy aligns and complies with Department requirements and how it reflects and is reflected in the school business plan.
 - How the school will handle outside of school issues including social media.
 - Clarify of definitions to reduce misinterpretation
 - Cheat sheet – an abridged version with links to a full poicy.
- This input will form the basis of staff planning for the revised school behavior management plan, which will then go to staff to add additional operational detail before coming back to the Board for review and comment.



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- Wendy shared data about how the school's school opinion survey data compared with that of other public primary schools secondary schools and (on some measures) district high schools. The data for Beverley was comparable to that of similar schools with secondary students.

Grounds committee meeting update

- Damien reported that the Grounds Committee had decided to prioritise the Edwards St (Kindy) entrance to the school by focusing on painting, decking, new signage, a footpath, tree removal (through a busy bee) and general tidy up. A budget figure of up to \$20 000 was allocated in the budget for grounds works.

Other business:

Business from previous meeting about looking to increase access for secondary students for different sports etc needs to be added to the agenda for the next meeting as this was not followed up in tonight's meeting but should have been.

Meeting closed 9.15pm

Confirmation of next meeting