

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: Wed 20 May 2020

Attendees: Damien Murray (Parent), Darrell Hagan (Parent), Lisa Blanch (Parent), Ben Ratz (Principal) and Samantha Gollan (Staff).

Via WebEx Mike Fairclough (Parent), Sarah Aynsley (Staff) and Simon Marshall (community member).

Minutes Secretary: Aliesha Murray (Deputy Principal)

7.00pm

Damien Murray

Opening Business

- School Board previous minutes – the signs of the Kindy and Front entrances have been completed and look great.

No amendments

Endorsed and signed by Chair

7.05pm

Ben Ratz

Delivery and performance agreement

Ben explained the purpose and update process of the new DPA

- DPA system is currently under review
- No new DPA has been provided at this stage and the board will not sign the current DPA
- Until which point a new DPA is provided we will continue to work off the existing DPA. It is assumed that the new DPA will be the balance of the current Business Plan

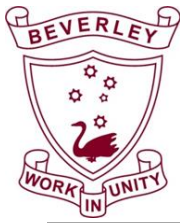
7.10pm

Ben Ratz

COVID-19 Update

A summary of the impact of COVID over the last 2 months at the school was presented by Ben.

- We experienced declining attendance from Week 8 of term 1 onward. Week 10 was pupil free days. In term 2 we saw a return of 80% and above of our students to the classroom. Other students accessed the curriculum online from home. If they did not access this curriculum were marked as absent as per department guidelines. This week (Week 4 – mandatory return to school) has resulted in above 90% attendance.
- The school is tracking costs incurred due to COVID. The government has allocated funds for additional cleaning throughout the day and additional cleaning supplies and hand sanitizer. Hand sanitizer dispensers have been installed outside the student toilets.
- In Week 8 our school collated and sent at home learning packs home for students to engage in whilst not at school. Teachers were available to help via phone and email at all times during Week 8 – 10.
- Day 1 of Week 9 we had minimal attendance at school and this allowed our staff to start on the directive to prepare to teach online as of Week 1 of Term 2. Our staff convened and formed the plan for the delivery of online learning and the development plan for the Beverley DHS Online Learning Portal. The staff continued to work on this model with the option of full online access and full printed packs (and anywhere in between). Staff uploaded recorded sessions of lessons, how-to recordings and curriculum content. The portal directed students and parents through the student's daily content. A call-centre roster was also scheduled to allow for parents and students to access teacher help at any time during the school day. To allow access without technology or internet, the school purchased thumb drives and organized to allocate each family a school



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School Board Meeting Minutes

laptop to access the content. Online WebEx sessions were scheduled to run with each class and for special events to connect with our students and students with each other.

- During the school holidays the situation changed and children were now allowed back to school or to stay at home. Our staff then delivered curriculum face-to-face and supported the students at home to access the content.
- The staff overcame major some major hurdles and upskilled in multiple areas to create a high level curriculum and mode of education.
- On the last day of Term 1 we received a phone call from the Regional Director who commended our efforts of preparation for COVID and compared to the 69 schools in the Wheatbelt. Beverley DHS COVID-19 response planning and preparation was put forward as one of the 3 top schools to be shared with the Director General and Regional Directors.

Where to next:

- We were asked to stop all non-essential tasks, to focus on COVID-19 procedures. We are currently working toward the recovery of these processes and procedures.

Lisa Blanch responded by congratulating the efforts of the Beverley staff.

It was noted that should there be any further pandemic planning required – there is a foundation set for our curriculum delivery.

Simon Marshall commended Ben on his leadership throughout the pandemic.

Sarah Aynsley noted how amazing it was to be a part of the process with the staff and how much upskilling of staff that occurred over this time with staff mastering many new skills involving technology and on-line delivery.

Mike Fairclough questioned what the plan from the department is for our school is should there be another outbreak. Ben Ratz responded that it would be a best fit for the school and families plan for curriculum. If there is a positive case in the school a specialized COVID team will enter the school and industrially clean the school and deal with tracking the virus and community spread. At this point direction will be taken from the Health department.

Damien Murray commended the efforts of the staff on their efforts. Our community felt supported and the school were ahead of the game the whole time.

Damien Murray asked if there are any practices that have been developed that would put our school ahead of the rest. Sam Gollan responded that the hygiene processes, Talk 4 Writing has been enhanced by the opportunity to access Pie Corbett materials that would not have previously existed. Sarah added that all teachers are now able to leave resources and recorded curriculum on the portal for relief to access, to ensure that our programs can continue in the absence of our staff. The use of technology also enables for further differentiation in classroom programs to teach using our portal.

7.40pm

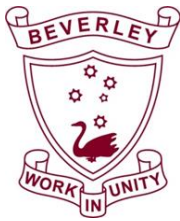
Ben Ratz

Review and endorsement of the Annual Report 2019

Ben tabled the Annual Report

Discussion:

PAT testing has now moved to online as of 2019



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School Board Meeting Minutes

Ben clarified interpreting the Behaviour data graph

Amendments:

Additions – NAPLAN data (put in label for Like Schools on NAPLAN data graphs)

Feedback

Simon sending Ben an email regarding some corrections and commended the school on their efforts and Ben in his leadership of this document.

Damien congratulated staff and leadership of this document.

Annual Report Endorsed by School Board based on content – grammatical errors to be corrected.

Ben acknowledged the work put in by all of the staff toward the content of the Annual Report.

8.10 pm

Ben Ratz

Review of the Strategic Focus of Our Plan

Ben outlined the strategic foci of Our Plan for 2020 – has 4 Priority Areas

The Business Plan is underpinned by Operational Plans – Literacy & HASS, Numeracy, STEAM, Health and Wellbeing and Science. These outline our targets and strategies to achieve the overall targets of our Business Plan.

Ben outlined the operational planning of the ‘Supporting a positive learning environment’ priority of the Business Plan.

8.35pm

Ben Ratz

Financial Report

- The One-line budget tabled – Ben explained the carry forward amounts from 2019.
- Staffing update – Marie Buise has moved to NSW and we are running a process to hire a new cleaner, Romola Brennan is in our school (super numeri) for 3 days per week, Shirley Julie-Wallis is on leave for 2020 and Isabel Freeman is filling the English and HASS Secondary Teacher role.
- Damien announced that Ben Ratz was appointed as Principal of Beverley DHS for Semester 1 and for the remainder of 2020 should Wendy not return to the position.
- Funding agreement – new version printed today. To be signed by September as amendment was made regarding the waived minimal spend for 2020 due to COVID-19 pandemic.

Information and discussion

Signed and noted by School Board Chair and Benjamin Ratz

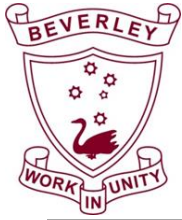
8.55pm

Damien Murray

Student Leader Feedback

Due to time constraints Damien requested that Board members brainstorm some questions which will be put to student leaders when appropriate (COVID). To be emailed to Damien Murray. We will wait for COVID updates regarding the ability of the leaders to attend a Board meeting.

Simon asked about the potential for board members to attend the student leaders meeting instead of the leaders attending the board meeting. This will be looked at after COVID updates.



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School Board Meeting Minutes

9.00pm

General Business

Lisa Blanch congratulated the staff on their work again over the COVID period.

Damien Murray

There are a lot of conditions and regulations around the commencement of junior sport. Damien asked about the possibility of skills for Junior Sport be brought into the school space to compensate for this.

Ben Ratz responded:

- Skills of ball sports are being covered in PE lessons
- Sporting games are being scheduled for lunch times
- Skills sessions with junior primary run by faction captains are being organized
- As a state we are possibly a long way off interschool carnivals but we will be looking into any possibilities.

Damien noted the introduction of the online newsletter. Ben Ratz responded that the Newsletter has gone online. This is a part of our 'Sustainability' and move into the future. We are looking to increase the amount of community notices in the newsletter. It will be circulated via email (PDF version), Connect and Website. It will be promoted as such and we will monitor feedback.

Meeting close 9.12pm

Next meeting: confirm for 17 June @7pm