

Beverley District High School

Independent Public School

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

School Board Meeting Minutes

Meeting 8: Wed 21 November 2018

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

Apologies: Angela Sims (Staff)

Minutes Secretary: Aliesha Murray (Deputy Principal)

Opening Business Carly Veitch

- Attendance and Apologies
- School Board previous minutes - Moved Damien. Seconded Kellie. Carried

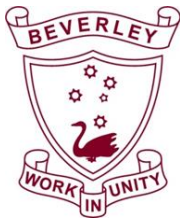
Signed by Chair

Business arising Carly Veitch

- Community Forum feedback – There was a good response to the Community Forum from community groups, staff and Board members. Information was shared as to what their organization represents in the community and how they are and can be involved with the school. The school then shared our current involvement in the community.
 - The 'Be Very' calendar idea was discussed and received great support and this is currently being constructed in the school. Funding for the calendar is to be confirmed.
 - Simon discussed the option of the Football Club coming into school to have a positive impact on the students and how there is an evolving issue for all sporting clubs with a gap in sporting opportunities for 13 – 15 year olds. Efforts of past involvement from the football club in the school was noted.
 - Simon mentioned the Beverley Redbacks as a contact for sporting clinics, coaching etc and also Brock Fleay (previous student) who has now started his own fitness business.
 - Damien requested that the collated feedback to be distributed to board members prior to the next meeting for the board to discuss at the next meeting.
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Financial report Wendy Moore

- Discussion of cost centres with significant discrepancy between fixed and actual balances
- Electricity shortfall was a budgeting error – not due to excess use or price increases.
- Simon asked if the Water Harvesting Project was saving the school a lot of money. Wendy responded
- Minor Works – Committed funds for Kindy deck and the drain. The quote for the drain is in the process. The deck is planned to be completed prior to the end of the year.
- Plant and Equipment – to be reimbursed by the P&C for the High School playground equipment.
- Health and Wellbeing – Funds from the colour run - to be spent on programs.
- Bookclub – money in for bookfair - this goes out again in book purchases.
- Reserve Accounts – Simon questioned the structure – Wendy clarified that the school finance committee decides on reserve allocations and that transfers would require good reason and be approved by the finance committee.
- Motion that the financial accounts be approved. Moved: Kellie. Seconded: Simon. Carried



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Contributions and Charges

- Motion for endorsement of 2019 contributions and charges and student booklists. Moved: Carly. Seconded: Simon. Carried
- Damien suggested the investigation of the costs and benefits of the school having an EFT machine to encourage ease of payments to the school.

Projected 2019 budget – initial forecasts

- The official budget will not be completed until after census in February. Disability funding will be significantly lower in 2019 (approx. \$120 000.00 less). This will impact budgets for 2019.
- Wendy explained the department expectations regarding the employment of permanent staff
- Building and Maintenance – the Department has commissioned an inspection of building and maintenance and we are awaiting the outcome of this. This is impacting on school decisions regarding school projects. BMW is the agency that faults are reported and maintenance is completed by this body if it is deemed a risk or unsafe. All structural work needs to be completed by a department approved contractor. Simon suggested the Men's Shed may be able to be involved in minor projects when supplied with materials.
- The initial budget will be formally endorsed next year, likely at the March meeting.

Annual School Opinion Survey - Kellie Shaw Wendy Moore

Student survey results –

- We need to consider the students ages and cohort size when interpreting this data.
- Kellie noted error in survey as presented – Primary and Secondary labels need to be swapped.
- Discussion around student feelings of support, clearer expectations for students, students views re behaviour management. There are additional questions in the student survey to probe further re behaviour and safety to be considered at a later meeting.
- The department is pushing for a firmer line in term's of school responses where aggression and violence is concerned. Need to balance support for students with behaviour needs with the needs for safety of all students and staff.
- This data in conjunction with other data (SEW) will drive Health and Wellbeing planning.

Parent survey results

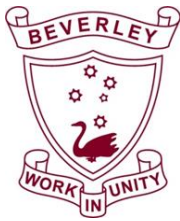
- 36 responses – higher than last year.
- Overall positive ratings – mostly 4/5 plus; improvement in perceptions of behaviour management; decline in perception that school grounds are well maintained. Damien reported community concerns re gardens; Wendy confirmed that feedback has been received and this has impacted on operational planning and response.
- As well as the mandatory National School Opinion Survey questions, Wendy had added a set of questions in relation to parent perceptions about behaviour management and a set of questions around governance of the school.

Staff survey results

- This is all staff – teaching and non-teaching (including gardeners, cleaners, office staff, teachers, Educational Assistants, Library staff and Admin staff)
 - Ratings generally positive; lower ratings in terms of maintenance of the school grounds and student behaviour management

All survey results will be assessed to guide strategic planning at the beginning of 2019.

Simon suggested a data comparison may be useful 2017 – 2018 however validity needs to be considered.



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Carly Veitch **Board Chair report** (see attached)

- Board perspective on 2018 – challenges, achievements and future possibilities
Positive feedback to Carly on a comprehensive and accurate recollection of board activities.
Carly to forward a copy of the report to Wendy.
- School Board for 2019 –new members: Mike Fairclough (parent) and Sam Gollan (staff)

Board noted appreciation for other nominees, Dianne Ballantyne and Shane Wheat, who had also nominated previously. The Board very much appreciates the commitment to the school demonstrated by these nominees.
Moved: Carly. Seconded: Wendy. Carried

Board planning for 2019 Carly Veitch

- Meetings schedule – 2 meetings per term (Term 1 – Weeks 2 and 5 & Term 2 – 4 Weeks 2 and 7) with the option of reviewing dates if required at first meeting for 2019. Wednesday 7pm.
 - Planned order of business – to be set at the first meeting Term 1.
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End of year events Wendy Moore

Presentation night

- All Board members are invited to the stage on the 12th December and be involved in some formalities (presentations of awards and acknowledgements).
 - Wendy will advise Board members of their responsibilities on the night.
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General Business

Wendy thanked Ros and Angela for their service as School Council and Board members. Their contributions are most valued and appreciated.

Meeting closed 9.11pm