



**Beverley District High School  
School Board Meeting - Room 2 ICT Lab  
MINUTES**

**Independent Public School - Successful, Supportive, Sustainable**

<b>DATE:</b> 24 <sup>th</sup> November, 2021	<b>TIME:</b> 4:50pm for a 5:00pm start	<b>CHAIRPERSON:</b> Damien Murray	<b>MINUTE SECRETARY:</b> Alisha Murray
<b>ATTENDEES:</b> Damien Murray (Parent), Darrell Hagan (Parent), Deb Kitai (Parent), Vanessa Hewitt (Principal), Adrian Lister (Principal), Sarah Aynsley (Staff), Samantha Gollan (Staff), Michael Barrett-Lennard (Community Member) and Alisha Murray (Minute Secretary).			

#	Time	Item	Who will Lead?	Status	Discussion / Progress / Note / Confirm /Report	Action and/or Timeline, Notes
1.0	5:00	<b>Welcome and Apologies</b>				
1.1		Opening and welcome. Acknowledgement of Country.	Chair and Principal	Note	Apologies:	Absentees: <u>Terms of Reference 10.1: Quorum</u> At a meeting, fifty per cent of members present in person at a Board meeting constitute a quorum. (N.B This includes electronic means). <u>See # 4.1 below.</u>
1.2		Confirmation of the Agenda.	Chair	Confirm	Call for late General Business items.	
2.0	5:05	<b>Disclosure of Interests</b>				
2.1		Disclosure of Interest.	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	5:08	<b>Minutes of Previous Meeting</b>				
3.1		Review previous meeting minutes.	Chair	Confirm	Endorsement of the previous meeting minutes as an accurate representation of the meeting. Emailed Friday 15/11/2021 11.22am.	Moved: Darrell Hagan Seconded: Samantha Gollan
4.0	5:12	<b>Actions Arising from previous</b>				
4.1		Carryover: General Business.	Chair	Note	<b>Carryover: Discussion from previous meeting not completed. (General Business).</b>	Nil.
5.0	5:15	<b>Correspondence</b>				
5.1		IN:	Adrian	Note		Nil
5.2		OUT:	Adrian	Note		Nil

6.0	5.20	Agenda Items	Adrian	Note	
6.1		Principal Report.	Adrian	<ul style="list-style-type: none"> <li>Principal reviewed the report.</li> </ul>	<p><i>(emailed Monday 22/11/2021)</i></p> <ul style="list-style-type: none"> <li>Turf unavailability for the oval have delayed the start date for the oval reconstruction to January. Completion date now 16<sup>th</sup> February 2021.</li> <li>Instrumental Music Program &gt; testing completed and will be running in the school in 2022.</li> <li>Artist in Residence will be working with the school in 2022 Semester 1: Kaitlyn Elsegood.</li> <li>The ESAT went well and the school received a positive review. The panel were impressed by the school grounds, staff, students and evidence provided for the review. The panel reached a consensus that they would return in three years. A five-year return was discussed for three domains, although Leadership Team opted for a three-year return on all domains. Kingsley received special mention regarding his management of the grounds.</li> <li>Recommendations were given based on what the Leadership Team had presented with the addition of a review of ICT reserve planning.</li> <li>PAT Data is not complete so will not be reviewed at this meeting.</li> <li>Board Training by former Principal Andy Holmes in Beverley with other school boards attending.</li> <li>NAPLAN results pleasing.</li> <li>School Board Code of Conduct reviewed and election protocols.</li> <li>Finances reviewed every meeting.</li> <li>Highlight of the year was meeting the student leaders. The board would like to keep this on the agenda.</li> <li>Damien attended the Cadet Promotion Ceremony at York in Semester One.</li> <li>School oval is a great outcome for the school.</li> <li>Vanessa has offered to come into the school to help the students to take photos of the oval for publication.</li> </ul>
6.2		Public School Review Debrief.	Adrian	Discuss	<ul style="list-style-type: none"> <li>Update to School Board on Public School Review Validation Meeting/s.</li> </ul>
6.3		PAT Achievement Data Review.	Adrian	Discuss	<ul style="list-style-type: none"> <li>Review of PAT achievement data.</li> </ul>
6.4		Board Chair Report.	Damien	Confirm	<ul style="list-style-type: none"> <li>Annual School Board Chair Report.</li> </ul>

					<ul style="list-style-type: none"> <li>Public School Review was a positive experience.</li> <li>Great to see the exciting times ahead with the Science upgrades, Fogarty and the Oval.</li> <li>Thank you to Sarah Aynsley for her term on the board and to Sam for taking on Sarah's one remaining year of her term.</li> <li>Welcome to Shirley Julie Wallis as staff member representative and to Vanessa Hewitt to her three-year term as a parent representative.</li> <li>A formal report will be provided for the Annual report at the start of 2022.</li> <li>Vanessa noted that parents had received feedback from parents that the reason they are keeping their children at Beverley DHS is because of the Cadet Program.</li> <li>Adrian invited the board to attend the Wednesday 3/12 Cadet Ceremony in York.</li> </ul>
6.5	Final DRAFT Contributions, Fees and Charges for 2022 & Booklists 2022.	Adrian	Confirm and approve	<ul style="list-style-type: none"> <li>Discuss and approve.</li> </ul>	<ul style="list-style-type: none"> <li>Final DRAFT Contributions, Fees and Charges 2022 presented &amp; Final DRAFT Booklists 2022.</li> <li>Changes endorsed by the board and will be endorsed by the Finance Committee prior to distribution to parents on 1/12. Moved: Damien Murray Seconded: Darrell Hagan</li> <li>Damien questioned the availability of support for students and families who are unable to meet the costs of Instrumental Music. Adrian confirmed that there are options for support and this will be arranged through the school.</li> </ul>
6.6	Student Leader Feedback – Review and Feedback.	Adrian / Vanessa	Discuss	<ul style="list-style-type: none"> <li>Principal/School Board member to provide personal feedback at next Student Leaders Meeting and debrief Board.</li> </ul>	<ul style="list-style-type: none"> <li>Adrian and Vanessa to meet with Heads of School. A report to be prepared to debrief Board on student leader feedback based one earlier meeting.</li> </ul>
6.7	Behaviour Support Policy.	Adrian	Confirm and approve	<ul style="list-style-type: none"> <li>Updated policy and associated procedures to be approved and endorsed. Effective from Term 1, 2022.</li> </ul>	<ul style="list-style-type: none"> <li>In final stages of completion with minor changes to be made to scales on forms. Will be in effect as of 2022 Term 1.</li> </ul>
6.8	Meeting dates / schedule for 2022.	Adrian	Confirm	<ul style="list-style-type: none"> <li>Dates / schedule for 2022 DRAFT.</li> <li>Proposed Schedule of School Board Business 2022 DRAFT.</li> </ul>	<ul style="list-style-type: none"> <li><u>Provided</u> at meeting:</li> <li>Proposed Meeting Dates and Proposed Schedule of School Board Business 2022 DRAFT.</li> </ul>

						<ul style="list-style-type: none"> <li>Will confirm the proposed order of business at the first meeting Term 1.</li> <li>Discussion over meeting the Student Leaders.</li> <li>Mick BL suggested meeting with the Leaders earlier in the year. This will be addressed early next year to have the questions ready by the public meeting in Term 1.</li> </ul>	
7.0	6:10	<b>Reports</b>					
7.1		Finance Report.	Adrian	Confirm	<ul style="list-style-type: none"> <li>One Line Budget Summary.</li> <li>Consolidated Financial Report Cash &amp; Salary.</li> </ul>	<p><b>Attachment 1:</b> One Line Budget Summary.  <b>Attachment 2:</b> Consolidated Report Cash &amp; Salary.</p> <p>Class structures are being finalised at present and parents will be informed as early as possible.</p>	
8.0	6:15	<b>General Business</b>					
8.1		COVID-19 Mandatory Vaccinations	Adrian	Discuss	<ul style="list-style-type: none"> <li>Procedures, guidelines and requirements for mandatory vaccinations of staff, student, parents, community, external agencies and contractors etc.</li> </ul>	<ul style="list-style-type: none"> <li>Staff changes &gt; Sarah is at Cunderdin Ag College</li> <li>Jen McCarthy &gt; TBC whether remaining at Dumbleyung PS as Principal.</li> <li>Pools for Primary Teacher and SEN EA are closing on Friday EOD.</li> <li>The Beverley DHS Principal position is yet to be confirmed.</li> <li>December 4<sup>th</sup> 2021 &gt; Health Directive will mean mandatory vaccinations for staff. Staff are surveyed by the department. Possible disciplinary action for staff not following directive.</li> <li>School Board are not mandated for vaccination as they are regarded parents and they do not fall under the legislation.</li> </ul>	
8.2		Secondary Programs	Deb	Discuss	<ul style="list-style-type: none"> <li>Deb Kitai &gt; Concerns are being raised about students are leaving when they reach the secondary due to their needs are not being met.</li> </ul>	<ul style="list-style-type: none"> <li>Adrian remarked that based on enrolment numbers for 2022 that this may not be a true reflection. Damien responded with the fact that without the funding available DHSs are not able to offer the options that are available at bigger schools which was communicated to the Public School Review panel as the key reason for students leaving the school.</li> <li>Secondary perceptions to be added to the next meeting agenda.</li> </ul>	

						<ul style="list-style-type: none"> <li>It is acknowledged as a role of the board to promote and quash the misconceptions of parents regarding secondary.</li> </ul>
8.3	Private Tuition in Schools Policy	Adrian	Note	<ul style="list-style-type: none"> <li>Update.</li> </ul>		<ul style="list-style-type: none"> <li>Adrian has spoken to DoE Corporate Executive regarding the Private Tuition policy and it is being reviewed.</li> </ul>
8.4	Board 2022 and Thank you	Damien	Note	<ul style="list-style-type: none"> <li>Update.</li> </ul>		<ul style="list-style-type: none"> <li>Damien proposed visiting other DHS' to gather ideas about strengthening our school and upskilling our board members.</li> <li>Damien congratulated Adrian on a great year and to the Board for another successful year.</li> </ul>
9.0	6:30 Next Meeting:				Wednesday 23 <sup>rd</sup> February, 2022 (Term 1 - Week 4)	Time: 7pm
	Number 1 of 2022	Chair	Note			
10.0	Meeting close	Chair	Confirm			Meeting closed at 6.56pm

  
Signed (Chair)

23/2/2022  
Date:

