

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 2017

Wed 31 May

Present: : Brendan McLean (Parent), Wendy Moore (Principal), Kellie Shaw (Staff), Angela Sims (Staff), Carly Veitch (Parent)

Apologies: Ros Mellick (Parent)

Minutes Secretary: Aliesha Murray (Deputy Principal)

Opening Business

Previous minutes correct: Moved Carly Seconded: Kellie Shaw
Signed by Chair

Business arising

School Chaplain
update – Carly
Veitch

Chris Footer (from Northam) has been appointed after a selection panel process. He will be starting in Term 3 for 2 days per week. He currently works as a captain for the Salvation Army and will be paid through the Salvation Army. He will be working with Youthcare and the school to work out what his role in the school would be. He will be coming to school on the first day of Term 3 to meet staff. His role will start by introducing him to the students and parents will receive communication regarding his role before any referrals are made for counseling. The opportunity for this project to continue after the two years if it is considered of value will be dependent on federal funding.

Student-centered funding agreement

For endorsement
by the Board

Noted and signed by the Principal and Board Chair.
Summary presented of Student Centered Funding Agreement, which will be attached to the Delivery and Performance Agreement.
Damien Murray questioned the Year 11 and 12 programs run in the school. Wendy explained that this was only provided to students enrolled in SIDE due to special needs or circumstances negotiated on a case by case basis.

Delivery and Performance agreement

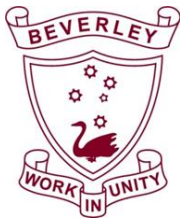
The DPA is the agreement between the school and the Deputy General of Education, required of all Independent Public Schools, and outlining the mutual obligations of the school and the Department.

Noted by the Board and signed by Chair and Principal.

On Board for Education Training

Nomination of
parent
representative –
training on 19th
and 20th June

Angela, Wendy and Carly will be attending the training on the 19th and 20th June.
Brendan has forgone his attendance at this training to allow for a 2018 board member to attend as he is standing down as Chair at the end of 2017. Carly Veitch to attend. If Carly becomes unavailable, Damien Murray will attend.



Beverley District High School

Independent Public School

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

School Board Meeting Minutes

School Business

Plan

Review of statement of targets/ focus areas

Development of the school vision statement

Discussion and development of draft Business Plan. The school's self-review in relation to this document is what the school is audited against during the school review in 2019. The Business Plan is a general overview of the school underpinned by an operational plan that goes into much finer detail about the operational programs and matters in the school. It will be available for parents and community from the front office and on the website. It is a working document and requires input from the Staff and the School Board.

Board members reviewed the Draft using the IPS guide to developing a business plan document.

Board suggestions:

- Small school is a benefit – need to emphasise this in promotion of our school.
- Discussion of whether to include the table in the plan
- Consider avoiding specific dates for targets to avoid continual updates and printing
- Enhance discussion about our student leadership in the plan –
- Include PBS SPARK motto
- Simplify wording in relation to targets instead of using language like stanines etc. Perhaps graphic representation or more clarification about the meaning of the targets.

Wendy to send out examples of business plans to board members and make changes to the draft business plans for members to come to the next meeting with examples of a vision statement. Plan to be confirmed at the next meeting.

School Board

Terms of Reference

Review the model terms of reference

Review the Board self-audit findings

Formulate make-up of the Board and terms

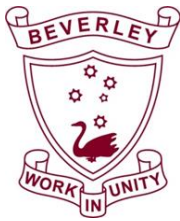
Suggestions were made as follows:

Change Council to now read Board – front page

7.2 Does the Board require a secretary when we have a non-participating minute-taker? The consensus was a secretary is unnecessary, take out this point.

Discussion about number of community members. Damien moved that the number of community members on the board is 'up to 2 community members'. Kellie Shaw – Seconded. Passed.

Clarification is required whether unfilled positions are considered as vacancies in terms of calculating the number of votes required for a decision. Wendy to clarify.



Beverley District High School

Independent Public School

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

School Board Meeting Minutes

Discussion of attributes/ positions of potential community members

Review of Board Audit/ Survey about Potential Community Members Areas suggested that require strengthening on our board:
Brendan: Diverse cultural backgrounds, Secondary parents
Damien Murray: Grants, Vocational Training, Aboriginal Community, Physical Education
Carly: Board experience, Contacts in Beverley Town – small non farming business, Aboriginal Community, Vocational Training
Angela: Aboriginal Community, Shire Council members
Kellie: Grants, Aboriginal Culture, Business planner/Board Experience
Wendy: Aboriginal education.
General discussion was held about community members who might support these aims.
Board members will investigate suitability and availability of potential community Board members.

Selection Panel

A teaching position will be advertised for Semester 2 as Karen Wansbrough is taking a further 6 months leave. Wendy has invited a School Board member to be part of the selection panel. Wendy clarified the selection criteria for applicants and the interview process.

Wendy moved Brendan nominated as School Board representative. Damien seconded, passed.

Additional Items of Discussion

Brendan: School tour – to be organized in conjunction with the IPS/PBS launch
Water Harvesting report - progressing well.

Damien : BBQ – parents were giving feedback which Damien shared:

- To ask the students about what Voc Ed subjects are of interest to the students. Decided to invite our student leaders to a board meeting to give some feedback about what they see as the future of subject offerings.

To look at male role models and teachers in the school

- The school will continue to look at opportunities to have male roles in the school. Football Club members to coach our football

Meeting close

Recorded – Board members again endeavored to limit the length of the meeting but this was again very difficult to achieve

Next meeting confirmation 28 June 2017