



# Beverley District High School

## Independent Public School

20 John St Beverley | 9646 1165 | [beverley.dhs@education.wa.edu.au](mailto:beverley.dhs@education.wa.edu.au)

### School Board Meeting Minutes

*Meeting 2: Wed 6 Mar 2019*

**Attendees:** Damien Murray (Parent), Lisa Blanch (Parent), Mike Fairclough (Parent), Wendy Moore (Principal), Samantha Gollan (Staff), Judy Little (attending public meeting)

**Apologies:** Kellie Shaw, Carly Veitch and Simon Marshall (Bruce Kilpatrick P&C President for public meeting)

**Minutes Secretary:** Aliesha Murray (Deputy Principal)

---

**Opening Business:** Damien Murray

- Welcome to parents and community members
- Information about the meeting protocol – question time.

**Motion:** Previous minutes be accepted as a true record. Moved: Damien Murray, seconded Mike Fairclough, carried. Minutes signed by Chair Damien Murray

---

**Business arising – grounds improvement plan** Wendy Moore

Following feedback at last meeting Wendy presented the grounds improvement plan to the board (previously emailed, tabled). The following focus areas were discussed:

**Turf Management**

- Collaboration with the Work and Garden supervisors from Shire of Beverley for suggestions to improve our turf on the school. Other strategies are consultation with Bailey's Fertiliser, Total Eden (reticulation audit) and the school MCS liaising with Brookton on their strategies for turf management. The Department of Education's Assets and Planning team have advised the school on FTE allocated to the gardener position, which is adequate for the 'in scope' areas.
- Water delivery checks have been scheduled for to ensure adequate watering of ovals and gardens.
- Verti-mowing has been suggested by Shire crew for when soil improvement has occurred.

**Out of Scope Areas**

- The areas of the school (Corner of John & Edward; corner of Lennard & Edwards Sts; river side of the school oval) that have been left in their natural state for years will be managed by external contractors.
- Weed Control – currently assessing the value of external contractors for this
- Playground repairs and maintenance will be reported to Minor Works and Maintenance.

**School Projects**

- Six Seasons Garden – ongoing project in the front garden with expertise from Lisa Blanch
- Landscaping of the Kindy entrance – building works are complete and the Shire have completed initial ground works. The cement path and limestone entrance will be built once the concrete path is completed. The fence is yet to be planned.
- Stabilizing the overflow drain – planning currently in progress using local contractor
- Reticulation for John St entrance areas requires completion of solenoid wiring and connection to the stormwater basin system.
- Oval (both sides of cricket pitch) needs further consideration.

**Discussion & questions from the Board**

- Mike questioned the catchment area for the dam, which includes runoff from hard surfaces, roof areas and the north end of the grounds. Stormwater is currently used to water the North side of the school. The front of the school is still using scheme water.
- Damien asked whether consultation with the Shire would be ongoing and this was confirmed. Wendy clarified that the soil analysis will be continued for the foreseeable future.
- Damien questioned the gutter cleaning regime – Planning and Assets are in charge of the cleaning of the gutters and this is done regularly.
- Wendy noted that the 2018 buildings and grounds inspection audit had been completed but no funding would be provided to the school.

Damien thanked the school for the work put into developing and presenting this Grounds Improvement Plan.



# Beverley District High School

## Independent Public School

20 John St Beverley | 9646 1165 | [beverley.dhs@education.wa.edu.au](mailto:beverley.dhs@education.wa.edu.au)

### School Board Meeting Minutes

---

#### **Business arising – interim good standing policy** Wendy Moore

- Interim plan for BDHS for 2019 pending further direction from the Department was presented to the board for preliminary viewing prior to circulation to the wider school community.
- Based on our SPARK Matrix with the understanding that we are teaching students how they can manage their behaviour within the school environment rather than taking a punitive punishment approach.
- Good standing will be required for attendance at carnivals, excursions, camps, off-site activities etc

#### **Discussion**

- Mike identified that some students find good standing more difficult than others. Wendy responded that these students have Individual Behaviour Plans and their goals are modified (similar to a child with a learning difficulty) to support them to show improvement.
  - Damien questioned the purpose of the Good Standing Policy – this is Dept policy informed by a Government initiative and is a new concept (in terms of a formal policy) for students at our school.
  - Damien asked for clarification of ‘extra-curricular exclusion’. Wendy clarified that general curriculum subjects such as sport and art were not part of extra-curricular events (and thus not subject to good standing), but activities such as carnivals and exhibitions were considered additional to normal curriculum delivery and participation thus would be subject to good standing.
- 

#### **Preliminary budget and reserves plan overview**

- Preliminary one line budget including the cash and salary plan were emailed and tabled and will be formally noted by the Board at a later meeting once allocation from the Department is confirmed.
- Wendy presented a summary of the current reserves/asset replacement planning

#### **Reserve Plan – previously emailed and tabled - Discussion and questions from the Board**

- Wendy explained the allocation of funds into reserve accounts and expected spending in each area – strategic planning. While the size of our reserves had been questioned previously, they are currently not excessive. Beverley DHS will have some significant costs to manage in the next 5 years and the current reserves reflect these commitments.
  - Wendy asked for responses from the Board.
    - Lisa noted that the plan reflected an appropriate response to parents and community concerns re Grounds and Maintenance
    - Damien sought clarification that the \$20 000 assigned to grounds strategic planning is for the grounds improvement
    - \$40 000 is allocated to grounds/garden and this is a \$20000 carry over from 2018
    - Lisa asking why there was \$0 funds allocated to the Storm Water Harvesting Project. Wendy noted that the project was now completed and that ongoing costs were now considered maintenance.
- 

#### **General business and questions from parents and community members** Damien Murray

Damien welcomed Judy to the public meeting asked her for feedback:

- Judy gave the feedback that the students earning back their ‘good standing’ is an important part of the school’s behaviour management.
- Judy noted – in relation to concerns about the school grounds – that most people are understanding of the hot summer and the effect on grounds.
- Damien and Lisa asked Judy if she felt that the school had responded to her concerns from last year. Judy responded that she felt the school did respond to her concerns about the available activities for the high school students. The students now have a secondary hangout area and they are being engaged.
- Judy raised the issue of secondary students potentially leaving the school, and the need to maintain numbers. She suggested high interest integrated projects (e.g. small business enterprises) to engage students.
- Damien asked for suggestion for a focus for improvement is student behaviour in the high school. Judy noted an improvement in overall behaviour standards across the school. She noted that some inappropriate and disrespectful talk from some secondary boys towards girls is an ongoing issue, although she acknowledged the school’s efforts to address this. Overall Judy feels satisfied about improvements that have been made.



# Beverley District High School

## Independent Public School

20 John St Beverley | 9646 1165 | [beverley.dhs@education.wa.edu.au](mailto:beverley.dhs@education.wa.edu.au)

## School Board Meeting Minutes

---

### **Governance audit** Sam Gollan

Summary of school survey data re governance and school improvement was presented by Sam to the board

- We received approximately 40% of the surveys distributed, which is a pleasing improvement on the response rate in previous years.
- The parent opinion responses were relatively positive, but areas requiring attention were noted
- Lisa wondered whether there was a link between various initiatives and an increase in student numbers in 2019
- Wendy asked the Board if they felt there was enough data available from the parent survey to investigate the school's current governance processes. Lisa noted that NAPLAN data provides one form of accountability for board governance. Wendy asked if it might be useful for the Board to complete a self-audit regarding governance. Mike suggested that surveys be distributed at a different time throughout the year. Damien suggested seeking a snapshot of the opinions of 2 parents, 2 community members, etc to provide rich information. Wendy suggested hosting Board members from other schools and visiting other Boards to expand Board experience and self-reflection. The consensus was that the survey data was useful but inadequate to fully inform the board about the focus question areas. This is to be discussed further at the next board meeting.

### **Open Afternoon** Wendy

- Wendy asked the board for feedback regarding an invitation to external agencies to provide an inside view of the school
- Selfie competition – This is encouraging families to take selfies of themselves in various parts of the school to encourage circulation through all parts of the school.
- Wendy asked what the board would like to do on the day – there will be a roster of board members and P&C members on the tea and coffee in the Library and the sausage sizzle outside the library.
- Wendy to order new School Board badges for new board members – Sam, Mike and Simon.
- We will look to advertise a bio of the Fairclough family to introduce Mike as the new board member.
- Wendy to email out final details about the Open Afternoon.

### **Community Forum Review**

- The feedback received from the 2018 Community Forum was collated and presented to the board.
- Damien drew the board's attention to the opportunity of combining with the hockey club to provide a hockey oval on our school oval. This is an interesting idea to explore in the future.
- The Board is keen to engage with some role models from the sporting clubs to spend more time with our students - forming alliances and developing those links in the community. Damien to take this to the Football Club for ideas.
- The school seeks to continue its relationship with the Station Arts in accessing Arts opportunities for our students.
- Suggestion for a Cadets Program was noted but at this time there is no funding any new cadet programs.
- The Pony Club noted that they were omitted from the invitation list. Lisa identified as the Secretary of the Pony Club and can be contacted.
- Historical Society suggested that the older students as well as the Year 2's visit the Dead Finish Museum to learn of Beverley history.

### **Chaplain**

- There is a potential new Chaplain identified for the school who will need to be interviewed. Wendy asked the board if they would like to have a representative on the panel. The school receives funding for a Chaplain but if we do not have an appropriate candidate then the money is returned. Mike offered to be part of the process.

### **Meeting closed at 8.59pm.**

- Next meeting: confirmed for 8 May @7pm