



**Beverley District High School**  
**School Board (Meeting #2) - Staff Room**  
**MINUTES**

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

DATE:	19 <sup>th</sup> March, 2024	TIME:	4:50pm for a 5:00pm start	CHAIRPERSON:	Darrell Hagan	MINUTE SECRETARY:	Cathy Smith
ATTENDEES:	Darrell Hagan (Parent), Vanessa Hewitt (Parent), Adrian Lister (Principal), Sally Kilpatrick (Staff), Narelle Bailey (Staff) > Teleconference						

#	Time	Item	Who will Lead?	Status: Discussion / Progress / Update / Note / Confirm / Report / Endorse		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: Michael Barrett-Lennard, Carly Veitch, Cathy Smith (Leave)	Absentees: <u>Terms of Reference 10.1: Quorum</u> At a meeting, fifty per cent of members present in person at a School Board meeting constitute a quorum. (N.B This includes electronic means).
1.2		Confirmation of the Agenda.	Chair	Confirm	Call for late General Business items.	<u>See # 4.1 below.</u> Nil.
2.0	5:05	<b>Disclosure of Interests</b>				
2.1		Disclosure of Interests	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	5:07	<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 Thursday 06/03/2024 2:23pm.	Moved: Vanessa Hewitt Seconded: Sally Kilpatrick
4.0	5:15	<b>Actions Arising from previous</b>				
4.1		Carryover: General Business.	Chair	Note	Carryover: Discussion from previous meeting not completed. (General Business).	Nil.

5.0	5.20	<b>Correspondence</b>				
5.1		IN: <ul style="list-style-type: none"> <li>WA Student Assistance Payment.</li> </ul> OUT: <ul style="list-style-type: none"> <li>Nil.</li> </ul>	Adrian	Note	<ul style="list-style-type: none"> <li>WA Student Assistance Payment. This State Government initiative offers a cost-of-living payment for every student in Western Australia to provide financial relief and assist families with their children's schooling.</li> </ul>	<ul style="list-style-type: none"> <li>Information provided concerning payment and parent application.</li> </ul>
			Adrian	Note	<ul style="list-style-type: none"> <li>Nil.</li> </ul>	<ul style="list-style-type: none"> <li>Nil.</li> </ul>
6.0	5.25	<b>Agenda Items</b>				
6.1		Principal Report.	Adrian	Note	<ul style="list-style-type: none"> <li>Principal to provide report.</li> </ul>	<ul style="list-style-type: none"> <li>Principal Report attached.</li> </ul>
6.2		Review Statement of Expectation 2021 - 2024.	Adrian	Confirm	<ul style="list-style-type: none"> <li>To determine if school is meeting obligations as per signed Statement of Expectation.</li> </ul>	<b>Attachment 1:</b> Statement of Expectation 2021 - 2024.
6.3		Development of Student Leader Questions.	Adrian	Discuss	<ul style="list-style-type: none"> <li>To be finalised for next meeting. Discuss details and determine questions.</li> </ul>	Deferred to next meeting.
6.4		BDHS Annual Report 2023.	Adrian	Note	<ul style="list-style-type: none"> <li>Still being prepared. To be presented at Annual Public School Board Meeting Term 2.</li> </ul>	To be endorsed at next meeting.,
6.5		Beverley DHS Behaviour Support Policy FINAL	Adrian	Endorse	<ul style="list-style-type: none"> <li>Final review. To implement Term 2 2024.</li> </ul>	<b>Attachment 2:</b> Beverley DHS Behaviour Support Policy. Board to provide feedback and comment.
6.6		PBS SPARK Matrix	Adrian	Discuss	<ul style="list-style-type: none"> <li>Review of PBS Matrix.</li> <li>Online Survey requesting parent feedback.</li> </ul>	<b>Attachment 3:</b> PBS SPARK Matrix. Discussed PBS SPARK Matrix and layout / wording. Refer back to PBS Team.
6.7		Fogarty > OHI Survey	Adrian Sally	Review	<ul style="list-style-type: none"> <li>Review Beverley DHS Organizational Health Index (OHI) Survey results 2024.</li> </ul>	<b>Attachment 4:</b> OHI 2024. Reviewed OHI and compared with OHI 2022 and OHI 2023. Significant improvement across key areas.
7.0	6:10	<b>Reports</b>				
7.1		Finance Reports	Adrian	Note Confirm	<ul style="list-style-type: none"> <li>Beverley DHS Finance Committee update.</li> </ul>	<u>To be provided</u> at meeting: Finance Reports. Awaiting approval of Operational Budget for 2024. March 26/03/2024.
8.0	6:15	<b>General Business</b>				
8.1		Leavers Jumpers	Adrian	Endorse	<ul style="list-style-type: none"> <li>Board to endorse Leavers Jumpers when Jumper Design emailed to board.</li> </ul>	Leavers Jumpers design to be emailed to board. Any queries to be emailed to Adrian.
8.2		SSTUWA and Industrial Work Bans	Adrian	Note	<ul style="list-style-type: none"> <li>Discussed industrial work bans for SSTUWA members.</li> </ul>	Limited impact at Beverley DHS. Possible ongoing bans and strike action subject to agreement being reached in-principle.
8.3		Parent Interview Afternoon	Adrian	Discuss	<ul style="list-style-type: none"> <li>School considering half day closure to schedule a parent interview afternoon.</li> </ul>	Support from board. Likely to occur during middle of Term 2.



9.0	6:30	Number #2 of 2024 Meeting close	Chair	Confirm	Meeting closed at 6:24pm
10.0		Next Meeting: Number #3	Chair	Confirm	ANNUAL PUBLIC MEETING Date: 30/04/2024 (Term 2 - Week 3) Time: TBD



Signed (Chair)

22/05/2024

Date: