



**Beverley District High School**  
**School Board (Meeting #5) – Room 2 ICT**  
**MINUTES**

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

<b>DATE:</b>	3 <sup>rd</sup> August, 2023	<b>TIME:</b>	4:50pm for a 5:00pm start	<b>CHAIRPERSON:</b>	Darrell Hagan	<b>MINUTE SECRETARY:</b>	Aliesha Murray
<b>ATTENDEES:</b>	Darrell Hagan (Parent), Vanessa Hewitt (Parent), Carly Veitch (Parent), Adrian Lister (Principal), Sally Kilpatrick (Staff), Narelle Bailey (Staff), Michael Barrett-Lennard (Community Member) and Aliesha 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: Carly Veitch, Michael Barrett-Lennard, Aliesha Murray.	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>
2.0	5:05	<b>Disclosure of Interests</b>				
2.1			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 Tuesday 20/06/2023 10.07am.	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: • Nil	Adrian	Note		
		OUT: • Nil	Adrian	Note		

6.0	5.25	Agenda Items				
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 tabled. See attached.</li> <li>Census and Project Enrolments 2023.</li> <li>Bike Rescue &gt; Dismantle.</li> <li>Staffing Update.</li> <li>150th Celebrations.</li> <li>Primary, Secondary Science and Home Economics Upgrade.</li> <li>TheirCare Update.</li> <li>Connect and Respect &gt; Communication between the school and parents.</li> </ul>
6.2		Semester 1 Reporting - School Position Report	Adrian	Discuss	<ul style="list-style-type: none"> <li>Board discussion and feedback.</li> <li>Publication of School Position Reports in Semester 1.</li> <li>Teaching, Assessing and Reporting (TAR) Policy.</li> </ul>	<ul style="list-style-type: none"> <li>Adrian apologised for not consulting more widely with staff before deciding to publish reports.</li> <li>Conflicted with current school TAR Policy which on review also does not correctly reflect SCSA policy.</li> <li>Good discussion around assessment and feedback to students concerning achievement and progress.</li> <li>TAR Policy to be updated. Adrian to amend section of TAR relating to School Position Report.</li> <li>Email to be sent with reports indicating parents/carers can request a position report if available (i.e. small cohorts will not print).</li> </ul>
6.3		School Business Plan 2023 - 2025 DRAFT.	Adrian	Discuss Confirm	<ul style="list-style-type: none"> <li>Presentation to School Board of DRAFT School Business Plan 2023 - 2025.</li> <li>Whole school improvement.</li> </ul>	<ul style="list-style-type: none"> <li>Alignment between DoE/Wheatbelt Region Plans.</li> <li>Targets, milestones, and key performance indicators included in whole school improvement plans along with key school operational plans (e.g. Literacy, Numeracy, Aboriginal Education, Attendance).</li> <li>Final presentation and endorsement at next meeting.</li> </ul>
6.4		NAPLAN Data 2023.	Adrian	Discuss	<ul style="list-style-type: none"> <li>Preliminary student data released yet for NAPLAN 2023.</li> <li>Review and debrief.</li> </ul>	<ul style="list-style-type: none"> <li>Shared and discussed NAPLAN Preliminary Data 2023 and student performance.</li> <li>Positive results across most areas. Especially Year 5 and Year 7.</li> <li>No comparable / longitudinal data available at present.</li> </ul>



6.5		Behaviour and Attendance Data	Adrian	Discuss	<ul style="list-style-type: none"> <li>Review of Semester 1 Behaviour and Attendance Data.</li> </ul>	<ul style="list-style-type: none"> <li>Semester 1 Behaviour and Attendance Data interrogated by board.</li> <li>Suspension data indicates an upward trend in illegal substances and female suspension %. Due to recent vaping issues. But expect to see a return to a more baseline percentage in the very short term.</li> <li>Attendance data for Semester 1 demonstrates a decrease in regular attendance (over 90%) compared to previous years. Datta still strong and performing well against like school and WA public school average</li> </ul>
6.6		School Board Election Planning	Adrian	Discuss	<ul style="list-style-type: none"> <li>Begin to prepare for 2024 School Board Nomination and Election.</li> </ul>	<ul style="list-style-type: none"> <li>ACTION: Nominations for 2024 to be emailed to parents with Principal Newsletter and confirmed early Term 4.</li> </ul>
7.0	6:10	Reports				
7.1		Finance Report.	Adrian	Note Confirm	<ul style="list-style-type: none"> <li>Operational One Line Budget Summary.</li> <li>Consolidated Financial Report Cash &amp; Salary.</li> <li>Beverley DHS Finance Committee Minutes.</li> </ul>	<p><b>Attachment 1:</b> One Line Budget Summary.  <b>Attachment 2:</b> Consolidated Report Cash &amp; Salary.</p> <ul style="list-style-type: none"> <li>Beverley DHS Finance Committee Minutes not presented.</li> </ul> <p>ACTION: Reports accepted and noted. Beverley DHS Finance Committee Minutes to be emailed with School Board minutes.</p>
8.0	6:15	General Business				
8.1		School Sport WA	Narelle	Note	<ul style="list-style-type: none"> <li>Parents can access the School Sport WA website.</li> <li>Nominations can be made by parents across a range of sports and events.</li> </ul>	ACTION: To be shared and communicated with all parents.
9.0	6:30	Next Meeting:			31 <sup>st</sup> August 2023 (Term 3 - Week 7)	
		Number 6 of 2023	Chair	Note	Time: 5.00pm	Date: 03/08/2023
10.0		Meeting close	Chair	Confirm		Meeting closed at 6.25pm

Signed (Chair)

Date:

31/08/2023.