

Beverley District High School

Independent Public School

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

School Board Meeting Minutes

Annual Public Meeting

Wed 14 March 2018

Attendees: Carly Veitch (Parent, Chair), Ros Mellick (Parent), Wendy Moore (Principal), Damien Murray (Parent), Kellie Shaw (Staff), Angela Sims (Staff), Lisa Blanch (Parent)

Additional attendee (public meeting): Judy Little

Minutes Secretary: Aliesha Murray (Deputy Principal)

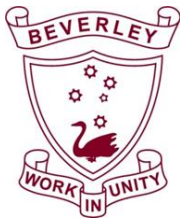
Please read and bring: Draft school annual report (provided), current Business Plan (provided previously), draft financial reports and budget (to be forwarded once available), Focus 18 (provided)

7.00pm Opening Business

Carly Veitch Attendance and Apologies
School Board previous minutes – amend that family photo of board members to be just in newsletters not on Facebook. Amendment made and signed by the Chair.

7.05pm Business arising

- Wendy Moore
- Profile photographs and bios of board members to be emailed to Wendy to be put in the newsletter.
 - School Board members presenting at assembly – Wendy will email out the assembly dates to all board members. Please email it back to her with assemblies that are convenient for you to attend.
 - School open afternoon update on 5th April –
Parents will be invited to have a look around the school ; students/classes can highlight particular activities that they wish to show their parents.
2.45pm - School Board welcome (Carly Veitch on the megaphone) then tours of classrooms and then staggered performances (dance and choir) during the afternoon.
Official activities to finish by 4.30pm.
School Board and Student Leaders will have a tent for parents to congregate in periodically over the afternoon. Suggestion box for parents and students to offer feedback.
The P&C will officially open the Nature Playground.
Wendy welcomes input from the board.
Carly suggested that we have refreshments in the School Board tent to give purpose to the tent.
- Retirement letter Diane Colebrook to be signed by Carly Veitch before being sent.



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7.10pm School Annual report for 2017

Wendy
Moore

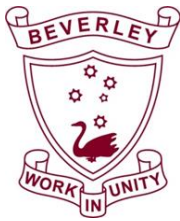
- Wendy outlined the changes that have been made from the DRAFT tabled previously. Attendance and the school financial position data is now included. Feedback was requested to be minuted and changed prior to publication by the end of Term 1.
- 'A Supportive School' formatting error to be corrected prior to publication.
- Wendy clarified the term 'Like Schools' and the attendance comparison.
- Wendy Moved the School Annual Report be endorsed by the board. Carried
- The report goes on the School Website and Schools online. Wendy asked for feedback as to where else they be made available – to be made available on the open day in the tent, advertised availability in the newsletter and published on Connect.
- Carly congratulated Wendy and the staff on the work that has gone into producing the Annual Report.

7.30 pm One line budget overview for 2018

Wendy
Moore

Draft cash budget tabled for the Board to view and discuss/question.

- Census data (student numbers and demographic information) has been lodged and cleared so we can anticipate with confidence our allocation due on March 27th
- Damien questioned the Water budget -is this amount going to go down now that the stormwater dam is functioning. Wendy clarified that we are hopeful that the water will come in under budget. We have currently halved our summer water bill but will be conservative in our estimates until we have completed a whole year cycle.
- Damien questioned if the dam is functioning at full capacity. Wendy explained that the dam is only predicted to be filled once in a cycle of years. To be fully aware of the amount of water we would require a meter on the pipe entering the tank. We plan to monitor the use of scheme water to ensure that water usage declines.
- Planned allocations to reserves are half the 2017 figure is due to lower student numbers hence a smaller allocation of funds to the school for 2018. Total reserves at this point in time are \$169000 which is a healthy reserves fund for replacement of resources and assets. A minimum of 96% of the school grant is expected to be spent each year on the current students and programs in the school.
- Carly asked for clarification of the areas of great difference from the 2017 and 2018 budget. Wendy explained the major areas of difference from the 2017 to 2018 budgets:
 - Water Harvesting Project – incomings and outgoings,
 - ICT infrastructure spending,
 - VET Program and Train the Trainer Program for the Construction Program,
 - Teaching PD Budget is reduced as we invested in professional learning in delivering the programs in the school, the teachers are now trained and



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do not require the same levels of PD

- Network Funds – these are funds held by the school but not owned by the school (this is a holding account only)

These one-off/standalone projects account for a significant proportion of the reduction in spending from 2017 to 2018.

- Wendy clarified that this budget has much less room for movement than 2017 due to commitments of the Business Plan and our student class numbers. Carly asked the position of the school for next year. Looking at the projected numbers for 2019, Wendy explained that it is likely that we will have one less primary class, and a proportionally higher cash component
- Wendy tabled the Salaries Plan for 2018.

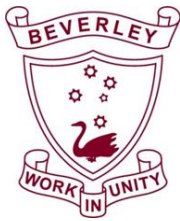
The final budget will be tabled at the May meeting for the Board to revise and endorsement after the official allocation on March 27th 2018. Any financial questions to be forwarded to Wendy prior to the next meeting please so she can research as required or clarify with the MCS as necessary.

7.50pm Revision of target setting and focus areas for Business Plan

Wendy Review academic, attendance and wellbeing achievement and progress targets with reference to
Moore 2017 data and amend as required

Amendments:

- After discussion of available data in terms Progress and Achievement, Damien moved to accept the change of 'Remove Year 3 from 'progress against WA average' and change to 'progress against like schools' for Year 3 in reading and numeracy. Carried
- Discussion re specification in Business Plan that the school will adopt an additional program to address the social-emotional learning to provide students with the strategies to draw on to increase well-being. A new program will ideally employ a common framework and language across ALL years in the school.
 - Ros questioned the validity of a program that runs over such diverse year levels – this was clarified as there are multi-levels within the program to make sure that all age related needs are being targeted.
 - Moved by Wendy to add a new Tier One Social and Emotional Learning Program and title of the program and to include the title of the program in the Business Plan when confirmed by staff. Carried.
- 'Stable school enrolment will be maintained with local students enrolling at Beverley DHS as their school of choice'. **Held over until next meeting**
- 'School gardens and grounds to be self-sustaining in terms of water use (maximum 20% scheme water) over a 3 year cycle'. **Held over until next meeting.**
- Include the development of the school's response to The Aboriginal Cultural Standards Framework in the Business Plan. **Held over until next meeting**
- Note new 3 year review cycle and implications – we are now not certain of our review date as there has been a change of government and a new schedule for the review cycle. It could be sooner than 2019.



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8.35pm General business and public question time

Carly
Veitch

- Chaplain support letter – there has been a request for a letter of support from the school board for the Chaplain Program that has been funded through the state government. Carly asked for feedback from the board regarding consensus for a letter of support. Supported by the board for Carly to draft a letter and other board members to email any suggestions to Carly to include in the letter.
 - Male role model for students
 - Remoteness of accessing support services in the country
- Secondary uniforms – rugby jumper as an additional item for secondary students only **Endorsed by the Board** (Sample to be available if possible at the Open Afternoon)
- Judy Little is concerned with the lack of additional high interest activities for secondary students and suggested a fuller sports program. She suggested that the school access the local sporting clubs such as lawn bowls, croquet, tennis to run sessions, as well as other activities such as First Aid etc. Judy also has concerns regarding the lack of lunch time activities to keep the students active. She asked about the Keys for Life (driver education) program.
 - Damien asked Judy if the lack of a specialist Physical Education teacher might be impacting on student retention at Beverley. Judy agreed that a phys ed teacher would be desirable.
 - School to look into availability of community volunteers and student interest for additional sports/interest activities.
 - Student leaders to instigate activities and drive some suggestions.
 - This will be added to the agenda for the next School Board meeting.
- Lisa Blanch asked what the Vocational Course in the secondary will be for 2019. The school is investigating a Computing Cert 1 or Business Administration course for Semester 2 for this year. Yet to be finalized. The plan is to run the Certificate 1 in Construction again in 2019. Students will also have the opportunity do Workplace Learning in Year 10 in Semester 2 – an initiative that is well supported by the businesses in town.
- The acknowledgement letter from the Board on Diane Colebrook's retirement will be signed by the Chair and circulated to Board members.
- The meeting expressed thanks to Judy Little for attending and addressing the public meeting.

9.10pm Meeting close

Chair

- Next meeting confirmation 16 May 2018. 7pm