

**HEDLAND SENIOR HIGH SCHOOL**  
**School Board Meeting Minutes**  
**Thursday 02 November 2017**

<b>Board Members</b>	<b>Representation/Position on Board</b>
Warren Wellbeloved	Community Representative (BHP)
Yvonne Denham	Community Representative Hedland Network Principal
Jeanette Hasleby	Community Representative (Roy Hill)
Camilo Blanco	Representative Town of Port Hedland
Patrik Mellberg	Parent Representative - <b>Board Chair</b>
Av Swami	Hedland SHS Staff Representative
Therese Anderson	Community Representative (Port Hedland Chamber of Commerce Inc)
Jayne Tracey	Hedland SHS Staff Representative
Kelly Summers	Hedland SHS - Principal
Lincoln Tavo	Community Member (FMG) - <b>Vice Chair</b>
Ngaire Whyte	Parent Representative
Rachael Green	Community Representative (Meta Maya)
Tom Daley	Community Representative (Sergeant, Hedland Police)
Tricia Hebbard	Parent Representative
Karen Ballantyne	Hedland SHS – Manager Corporate Services - <b>Ex Officio</b>

**Attendees this meeting:** Warren Wellbeloved, Yvonne Denham, Jeanette Hasleby, Camilo Blanco, Patrik Mellberg, Av Swami, Therese Anderson, Jayne Tracey, Kelly Summers, Lincoln Tavo, Ngaire Whyte.

<b>1.0</b>	<b>Welcome and apologies</b>	<b>Action</b>	<b>Led By</b>
1.1	<p><b>Opening and welcome:</b> Patrik Mellberg declared the meeting open at 16:00pm.</p> <ul style="list-style-type: none"> <li>• Patrik welcomed Warren Wellbeloved Community Representative (BHP) to the meeting who is replacing Adrian Brahim, and Camilo Blanco Community Representative (ToPH) who is replacing Jan Gillingham. <ul style="list-style-type: none"> <li>○ Patrik acknowledged the work and commitment to the board of the previous members Adrian and Jan: A letter of thanks has been sent to Jan and one will be sent to Adrian.</li> </ul> </li> <li>• Patrik welcomed and introduced Craig Brierty COO Clontarf Foundation, advising that Craig whilst not on the agenda will lead the meeting with a brief overview of a program that the school is currently looking at.</li> <li>• Patrik confirmed that a new Parent Representative has been elected today, Tricia Hebbard. Due to the short notice Tricia was unable to attend today's meeting.</li> </ul>		
1.2	<b>Apologies:</b> Rachael Green, Karen Ballantyne, Tom Daley, Tricia Hebbard.		
1.3	<p><b>Confirmation of agenda:</b> The Board Chair presented the agenda which was approved and accepted with the following additional item:</p> <ul style="list-style-type: none"> <li>• Craig Brierty to present the Clontarf Foundation and Program after completion of item 3.2.</li> </ul>		
<b>2.0</b>	<b>Disclosure of interest</b>		
2.1	The Board noted that there were no real, perceived or potential conflicts of interest experienced by any member in relation to the items on the Agenda for this Meeting.		
<b>3.0</b>	<b>Minutes for review &amp; Actions arising previous meeting/s</b>	<b>Action</b>	<b>Led By</b>
3.1	<p><b>Review of minutes from previous meeting:</b></p> <p>Patrik presented to the Board the minutes from meeting 10 August 2017 (Appendix 1) for review and approval.</p> <p>Moved: Yvonne Denham. Seconded: Lincoln Tavo.</p> <p>All members approved the minutes as a true and accurate record.</p>	Confirm	Patrik

3.0	Minutes for review & Actions arising previous meeting/s (Continued)	Action	Led By
3.2	<p><b>Actions arising and outstanding from the previous meeting/s:</b> The Board noted the status of the actions arising from the previous meeting 10 August 2017 and previous actions outstanding (Appendix 2).</p> <ul style="list-style-type: none"> <li>• Actions list updated accordingly (see attached)</li> <li>• The following action items were confirmed as being completed and were closed: # 14, 20, 37, 38, and 43. <ul style="list-style-type: none"> <li>○ Action item #37: New Parent Rep on HSHS Board elected 01/11/17</li> <li>○ Action item # 38: DPA – It was confirmed that this had been completed and would be discussed further during the meeting.</li> </ul> </li> </ul>	Note	Patrik
<b>Additional item:</b>		<b>Action</b>	<b>Led By</b>
	<p>Clontarf Foundation: Potential Program for HSHS</p> <p>Patrik invited Craig from Clontarf to present.</p> <p>Kelly gave a brief overview of the Clontarf Foundation and program, advising that Steve Baxter Executive Director, and Lindsay Hale Executive Director, State-wide Services DoE were keen for the program to be run at HSHS.</p> <ul style="list-style-type: none"> <li>• It would complement and work with VSwans.</li> <li>• Clontarf is only for young Indigenous men, so there are still some items and discussions to work through.</li> <li>• No decision has been made yet on whether the school will run with the program. The Board are not required to make any decisions on this.</li> </ul> <p>Craig presented the philosophy of Clontarf and what they do, also advising the program has been run in Karratha for the past 5 years, an example for the Board to look at.</p> <ul style="list-style-type: none"> <li>• Clontarf work with some of the most disadvantaged kids in the country and their philosophy is to improve the education, discipline, life skills, self-esteem and employment prospects of young Indigenous men</li> <li>• Program uses Australian Rules and/or Rugby League as a vehicle to attract students and retain them.</li> <li>• Provides a school-engagement mechanism for at-risk kids who don't attend or have low school attendance.</li> <li>• Clontarf in 92 schools in WA, NT, VIC, NSW and QLD.</li> <li>• Ratio 25:1 students to staff, running from years 7 -12</li> <li>• Clontarf employ staff who mentor and counsel students on a range of behavioural and lifestyle issues, while the school caters for their educational needs.</li> <li>• Strong focus on employment outcomes</li> <li>• Funding for the Foundation's programs is received in equal parts from the Federal government, State or Territory governments and the private sector/school.</li> <li>• Require a minimum of 50 students at an approx. cost of \$2.5k per student p/a</li> <li>• Success measured by the following KPI's: Yr on Yr retention, attendance and Yr 12 completion.</li> </ul> <p>Kelly advised there is a total of 181 indigenous boys at HSHS</p> <ul style="list-style-type: none"> <li>• 120 identified who could be catered for in this program.</li> <li>• VSwans do not retain indigenous men in their program and PHEPS only approx. 2 per year group.</li> </ul> <p>Board members to read information and feedback at next meeting.</p>	Discussion	Craig
		<b>Action #44</b>	



4.0	Items of Business (Continued)		Action	Led By
4.6	Board Self Reflection/Review	<p>Kelly gave a brief overview of the Board Self Reflection questionnaire that was completed as part of the IPS review last September 2016.</p> <ul style="list-style-type: none"> <li>• Board consensus was to complete another self-assessment due to changes of Board members and to get an idea of where the Board sits now compared to a year ago</li> <li>• To use the same the same questions as previous review.</li> <li>• Jackie to prepare questions using survey monkey and send the link once completed to all members.</li> </ul>	Discussion	KS
<p>Due to the minimal time left remaining and unable to get through all agenda items, Patrik suggested an additional Board meeting be held prior to the final Public meeting on the 30 November 2017.</p> <ul style="list-style-type: none"> <li>• Thursday 16 November 4.00pm- 5.30pm was agreed to with all members in favour. Jackie to send out invite, updated agenda and actions list.</li> </ul>			Decision	PM
4.8	Bring Your Own Device (BYOD)	<p>Kelly gave a brief overview of the BYOD confirming the Board had already endorsed the policy and the next stage is to implement the program in the school at the start of 2018. The roll-out of this program includes:</p> <ul style="list-style-type: none"> <li>• 2018: LEAP and ATAR students</li> <li>• 2019: Year 7 and 8 students</li> <li>• 2020: All students</li> </ul> <p>To assist with Parental reactions, the following engagement is in progress, and current philosophy is to engage staff and parents</p> <ul style="list-style-type: none"> <li>• The ICT professional learning community team are running staff sessions.</li> <li>• A survey has recently been sent out to parents and a letter is going out to them this week with the attached brochure (appendix 10), also advising them the BYOD policy document is available on the school website.</li> <li>• An information session will be held in the school library for 2018 LEAP and ATAR students and their families on Tuesday 28 November 2017 at 6.30pm. This session will cover the school's recommendations for device specifications, student expectations and will showcase the kinds of innovative projects and learning experiences students can expect with greater access to ICT.</li> </ul> <p>Hedland SHS made a conscious decision not to pursue the use of Apple devices due to lack of support as the school is windows based</p> <ul style="list-style-type: none"> <li>• Hedland SHS has developed a list of recommended specifications for BYOD laptops and tablets, which can be found in the BYOD policy document.</li> <li>• If the purchase of a device is not feasible students will be provided with a loan laptop by the school.</li> </ul> <p>The Board will be kept informed of further developments.</p>	Discussion	KS

5.0	Reports and Operational Matters	Action	Led By
5.1	<b>Financial Report:</b> Financial reports: One line Budget and Financial summary Nov 2017 (appendices 5 & 6) <ul style="list-style-type: none"> <li>Item to be carried forward to an additional meeting to be held on Thursday 16 November 2017</li> </ul>	Discussion	KS
5.2	<b>Principal Report:</b> Student funding data (appendix 7) - Kelly tabled the last 3 years of data for student funding and noted the following: <ul style="list-style-type: none"> <li>Due to characteristics of the school changing each year it was hard to make comparisons year on year.</li> <li>Student centre funding has changed amount per child each year, and disability funding has also changed each year.</li> <li>Year 7's started high school in 2015.</li> <li>Graduate funding has changed, along with Chaplaincy funding changes</li> </ul> Kelly advised that this is very fluid document and will be discussed in more depth at the next meeting, but that if anyone had any questions on this prior to that they could contact her direct. <ul style="list-style-type: none"> <li>Item to be carried forward to an additional meeting to be held on Thursday 16 November 2017 for further discussion</li> </ul>	Discussion	KS
6.0	Other Business	Action	Led By
6.1	N/A		
7.0	Round Table	Action	Led By
7.1	N/A		
8.0	Next Meeting		
8.1	Next Meeting confirmed Thursday 16 November 2017	Chair	
9.0	Meeting Close		
9.1	The meeting was declared closed by Patrik Mellberg at 17:35pm	Chair	