

HEDLAND SENIOR HIGH SCHOOL
School Board Public Meeting Minutes
Thursday 30 November 2017

Board Members

Warren Wellbeloved
 Yvonne Denham
 Jeanette Hasleby
 Camilo Blanco
 Patrik Mellberg
 Av Swami
 Therese Anderson
 Jayne Tracey
 Kelly Summers
 Lincoln Tavo
 Ngaire Whyte
 Rachael Green
 Paul Thomas
 Tricia Hebbard

Representation/Position on Board

Community Representative (BHP)
 Community Representative Hedland Network Principal
 Community Representative (Roy Hill)
 Representative Town of Port Hedland
 Parent Representative - **Board Chair**
 Hedland SHS Staff Representative
 Community Representative (Port Hedland Chamber of Commerce Inc)
 Hedland SHS Staff Representative
 Hedland SHS - Principal
 Community Member (FMG) - **Vice Chair**
 Parent Representative
 Community Representative (Meta Maya)
 Community Representative (Sergeant, Hedland Police)
 Parent Representative

Karen Ballantyne
 Hedland SHS – Manager Corporate Services - **Ex Officio**

Attendees this meeting: Warren Wellbeloved, Yvonne Denham, Jeanette Hasleby, Camilo Blanco, Patrik Mellberg, Av Swami, Jayne Tracey, Kelly Summers, Lincoln Tavo, Ngaire Whyte, Paul Thomas, Tricia Hebbard, and Karen Ballantyne.


1.0	Welcome, Apologies and Confirmation of Agenda	Led By	Action
1.1	<p>Opening and welcome: The Chair declared the meeting open at 16:05pm, and welcomed:</p> <ul style="list-style-type: none"> • All Public members to the meeting. Board members introduced themselves to the Public stating their positions on the Board. • Guest speaker Dr Gary Tester to present the item Sports Challenge at the end of the meeting. 	Chair	Note
1.2	<p>Apologies: Rachael Green and Therese Anderson to join later.</p>	Chair	Note
1.3	<p>Confirmation of agenda: The Board Chair presented the agenda which was approved and accepted.</p>	Chair	Note


2.0	Disclosure of interest		
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.	Chair	Note
3.0	Minutes for review & Actions arising	Led By	Action
3.1	<p>Review of minutes from previous meeting:</p> <p>The Chair presented to the Board the unconfirmed minutes from the last Board meeting held on 16 November 2017 (Appendix 1) for review and approval.</p> <ul style="list-style-type: none"> All accepted minutes as a true and accurate record. 	Chair	Moved: Lincoln Tavo Seconded: Ngaire Whyte Unanimous.
3.2	<p>Actions arising and outstanding from the previous meeting/s:</p> <p>The Chair ran through the actions arising from the previous meeting 2 November 2017 and all actions outstanding (Appendix 2), giving the Public a brief overview of each item. Actions list was updated accordingly with the following action items confirmed as being complete:</p> <ul style="list-style-type: none"> # 40 Board Self-reflection survey, closing date for completion was 29/11/17 and action was completed, with 65% participation and completion. To be discussed as an agenda item as first meeting of 2018. # 45 Letter to DG seeking further clarity on some of the commitments for funding. Letter posted 30 Nov 	Chair	Note
4.0	Items of Business	Led By	Action
4.1	<p>HSHS Vision:</p> <p>Kelly and Patrik presented a PowerPoint presentation as an overview of some of the Board and School actions that occurred during 2017 advising that these had come out of the findings from the September 2016 IPS review and the 2016 Visioning workshops, and had helped shape the foundation of the 2017-19 Business Plan.</p> <ul style="list-style-type: none"> A visioning project in 2016 looked at the long-term vision for the school. Visioning workshops were held with a range of key stakeholders. Looked at aspiration of school and setting a high-level framework to look at keeping students in the school and families here, also setting a strong foundation for the 2017-19 Business Plan and its KPI's. The completed visioning document will be available early 2018 and will be shared with the community. The IPS review Sept 2016 contained some recurring themes recommended for attention and improvement so a majority of the actions that had taken place were in relation to these areas: <ul style="list-style-type: none"> Entrenchment of wellbeing programs and culture across the school Infrastructure, resources and facilities: Offer new and revamp existing specialist programs: Be a leader in the use of technology: Flexible, multi-dimensional approach to delivery of and access to programs and activities. Offer alternate education pathways/ social enterprises leading to employment Work on staff and student attraction and retention Communications and Marketing <p>The public were invited to comment or ask questions after the presentation on the above points.</p>	Kelly Patrik	Presentation

4.0	Items of Business (Continued)	Led By	Action
4.2	<p>School Performance Presentation:</p> <ul style="list-style-type: none"> • Increased teacher numbers and reduced class sizes • Teacher retention rate currently sitting at approximately 89% for start of 2018 • Only have assessment data for semester one currently: <ul style="list-style-type: none"> ○ NAPLAN – some improvements. Numeracy and Reading have been identified as target areas of 2018. ○ Attendance – Requires attention and has been identified as a priority focus for 2018. ○ Approximately 60% of students only attend school 90% of the time. 21% are sitting in the critical area. ○ ATAR students attending only 75% of the time. ○ Trying to decrease enrolment wait times, may help with a new online system in the future ○ Enrolments linked to funding. Attendance can be linked to enrolment wait times. ○ Funding linked to Census and students' starting on day one of term is critical. Start date is Wed 31 Jan 2018 and require as many students here on first day as possible. ○ No funding available for Attendance Officer as have increased teaching staff, Health and wellbeing staff and Marketing Officer. ○ With the DoE push to ensure students stay all day it makes it harder for the moderate to severe non-attending students as they are the hardest to connect/reconnect with and find it hard to stay all day, plus school needs relevant staff to help re-engage with these students. <ul style="list-style-type: none"> ▪ Focus for 2018 is to build better relationships with families in community to assist with this. ○ Parents taking students out school in term time effects attendance data • Behaviour - There was a spike in behaviour issues and incidents in 2017. <ul style="list-style-type: none"> ○ 10 students or 1.2% of the school population, make up 330 days or 31% of the days suspended. ○ Higher incidents occurred in Years 8, 9 and 10 boys and year 7 girls. ○ Now have an additional lead School Psych ○ Guidelines for suspensions and behaviour policies can be found on the school website and DoE website. Link will be sent to parents via connect. • Courses and Programs – increase in Cert courses and additional ATAR classes outside of school hours in 2017 <ul style="list-style-type: none"> ○ Can now complete VET and ATAR at same time and every ATAR student will need to have some form of vocational study and pathways to Uni now are far more flexible. ○ SIDE position in 2018 will be a teacher position. 	<p>Kelly Av</p> <p>Jackie</p>	<p>Presentation</p> <p>Action # 48</p>
4.3	<p>Visuals Presentation – LEAP program, Students work - visual displays:</p> <ul style="list-style-type: none"> • Student work was on display around the library on walls and Trade Training Centre Students work was displayed on tables. • James Renner TTC Teacher played video of recent awards ceremony in Perth for Worlds Skills Challenge and a TTC student won gold for North West Australia. 	<p>Kelly</p>	<p>Presentation</p>

4.0	Items of Business (Continued)	Led By	Action
4.4	<p>Open Floor for questions – SLIDO questions:</p> <ul style="list-style-type: none"> • Lincoln introduced sli.do: an online platform giving people the opportunity to ask questions, and anonymously • Sli.do was set up for the community to ask questions of the board at this public meeting, and this was communicated a week prior to the meeting via the school Connect system to all parents and staff and noted on the school website. • 22 questions were received and 9 were tabled in the presentation. Due to time constraints, not all questions could be addressed and answered at the meeting. • The Board committed to answering all the questions sent in, advising they would be available on the school website, communicated via connect at some point during the next week. • Patrik and Kelly addressed some of the questions including: <ul style="list-style-type: none"> o The School Board Terms of Reference (TOR) are available on the school's website under the Board o The Boards role is more a strategic one assisting in setting direction for the school, financial accountability and endorsement of policy changes and fees and charges o The Board has no say in the day to day operations of the school, although there can be grey areas here which require strong navigation and communication. The Board does not Performance Manage the Principal and has no say in curriculum. It does not raise funds for the school. o The complaints process is available on the schools' website and generally if a complaint remit is a Board related one it is sent to Chair of the board, and if it is a complaint that is school related it must be directed first to the school. o ERG Report - The chair confirmed the status of the report, advising it was still with the DoE DG for consideration and thanked all of those who contributed and took part in the process. o Representation on the Board – currently the board has one vacant Community Representative for an Indigenous member. An EOI will be sent out to target organisations in early 2018. 	<p>Kelly Patrik</p> <p>Jackie</p>	<p>Discussion</p> <p>Action # 49</p>
4.5	<p>Sports Challenge (Staff PD) - Presented by guest Dr Gary Tester, who provided a hand out and a brief overview of the program:</p> <ul style="list-style-type: none"> • Target wellbeing, physical and mental health areas • In 25th year • Work with industry developing charters and frameworks for company/staff. Example South Hedland Primary: <ul style="list-style-type: none"> o Started working with them 5 years ago, looking at behaviours and values they wanted to run in school o They were able to audit these behaviours, working with Principal to improve these o Teachers were inducted into the charter before they commenced work there o Great PL for all staff, developing them and the school 	<p>Gary Tester</p>	<p>Noted</p>

6.0	Other Business	Led By	Action
6.1	Jeanette thanked the school for hosting the Pilbara Mentors and Pilbara Faces event for 80 guests recently. <ul style="list-style-type: none"> The students were amazing and the staff and community should be very proud of them 	Jeanette	Note
6.2	Yvonne noted that a lot of the Port Primary school students who had recently attended HSHS for their Year 6 transition week had advised that they did not want to return the primary school as they had enjoyed it so much at the high school.	Yvonne	Note
7.0	Round Table	Led By	Action
7.1	Confirmation of all actions arising to be added to Board Actions list: <ul style="list-style-type: none"> School Behaviour Policy - Jackie to ensure Behaviour policy is available on HSHS website and advise parents of link. To be replaced with new one when completed early 2018. Public questions for the Board sli.do - Jackie to provide all questions to Kelly and Patrik, to complete answers. Once completed Jackie to upload to HSHS website and advise parents of link. These will be removed from the public Board Meeting Presentation tabled which will also be updated with the below information: <ul style="list-style-type: none"> Kelly to provide clearer attendance data for Jackie to update presentation and upload to HSHS website and advise parents of link. 	Patrik	Note
8.0	Next Meeting	Jackie	Action # 49
8.1	Next Meeting confirmed Thursday 22 February 2018 @ 4pm – Public Board Meeting # 1, with another possibly towards the end of the year. <ul style="list-style-type: none"> Patrik thanked all of the Public, NWT and Teachers for attending today, advising that the meeting minutes will be available on the website once confirmed after the next meeting, along with all previous ones and agendas Patrik thanked all Board members for their commitment and time this year as well as welcoming new members. 		Chair
9.0	Meeting Close		
9.1	The meeting was declared closed by the chair at 18:15pm		Chair

Signed: Patrik Mellberg (Chair)  Date: 25/2/2018

Signed Av Swami (A/Principal):  Date: 23.2.2018