

HEDLAND SENIOR HIGH SCHOOL

School Board Ordinary Meeting Minutes – Thursday 28th February, 2019.

School Conference Room

Members/Representation on Board

Bill Mann	Hedland SHS Principal	Ngaire Whyte	Parent Representative
Lincoln Tavo	Community Representative (FMG) Chair	Tricia Hebbard	Parent Representative
Warren Wellbeloved	Community Representative (BHP) Deputy Chair	Narelle Ward	Community Representative (Cassia Primary)
Jeanette Hasleby	Community Representative (Roy Hill)	Carmel Ford	Hedland SHS Staff Representative
Natasha Ball	Community Representative	Julian Wilmot	Hedland SHS Staff Representative
Jeremy Marklew	Community Representative (Police)	Karen Ballantyne	Hedland SHS Manager Corporate Services Ex Officio
Therese Anderson	Community Representative (Port Hedland Chamber of Com.) Representative Town of Port Hedland	Angelo Damian	Hedland SHS Head Boy
Camilo Blanco	Parent Representative	Annabella Knight Laura Francis	Hedland SHS Head Girl Scribe

Attendees this meeting: Bill Mann, Lincoln Tavo, Warren Wellbeloved, Jeanette Hasleby (via telephone), Jeremy Marklew, Therese Anderson, Camilo Blanco, Narelle Ward, Carmel Ford, Julian Wilmot, Angelo Damian, Annabella Knight, Laura Francis, Gerhard Van Dyke.

1.0	Welcome, Apologies and Confirmation of Agenda	Led By	Action
1.1	Opening and welcome: The Chair declared the meeting open at 4:01pm	Chair	For Noting
1.2	Apologies: Natasha Ball, Ngaire Whyte, Tricia Hebbard, Karen Ballantyne.	Chair	For Noting
1.3	Confirmation of agenda: The Board Chair presented the agenda which was approved and accepted.	Chair	For Noting
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. <i>Reminder given by chair around the need to consider this for every meeting.</i>	Chair	Note

3.0	Minutes for review & Actions arising		Led By	Action
3.1	<p>Review of minutes from previous meeting: The Chair presented to the Board the unconfirmed minutes from the last Board meeting held on Thursday November 22nd, 2018 for review and approval.</p> <p>Motion: <i>Narelle moved to approve the previous meetings minutes as a true and accurate record, seconded by Bill.</i></p>		Chair	<p>Moved: Patrik Seconded: Therese Approval Unanimous</p>
3.2	<p>Actions arising and outstanding from the previous meeting/s: The Chair ran through the actions arising from the previous meeting and all actions outstanding. The Actions list was updated accordingly with the following action items confirmed as being complete:</p>		Chair	Discussion
	56	<p>School Nurse – still open and vacant. Lincoln working with the Health Dept. for a suitable candidate. Chrissie MacDowell filling in for the meantime.</p>		
	59	<p>Solar Power Investigation – Jeanette advised she has followed up with one of the Roy Hill Foundation members for more information in regards to solar. They have requested copies of a bill to complete calculations. Jeanette has been advised that there are large cost savings and the system would pay for itself quickly. Suggested a summer and winter example of bills to be provided by Bill.</p>		
	60	<p>Upgrades to school grounds – following media focus there has been \$500k provided. Toilets, drains and gym floors are the initial focus, with trees also being removed so more shade can be provided. Warren informed the board that BHP have also been speaking to DoE about how they can assist. Jeanette notified that Roy Hill have been working on a \$25k project with the P&C. Bill discussed the urgent need for the second part of Hardie House to be renovated for use by FORM and Central office personnel.</p>		
4.0	Items of Business		Led By	Action
4.1	<p>Election of Chair and Deputy Chair Lincoln discussed the vacant positions.</p> <ul style="list-style-type: none"> Camilo nominated Lincoln for Chair which was seconded by Narelle (passed with no-one opposed). Camilo also nominated Warren for Deputy Chair which was seconded by Narelle and Therese (passed with no-one opposed). 		BM	<p>Moved: Camilo Blanco Seconded: Narelle Ward and Therese Andreson</p>

			Approval Unanimous
4.2	<p>School Improvement agenda <u>Business Plan</u></p> <ul style="list-style-type: none"> Glossy completed copies now available. The school now has a clear statement of intentions. Targets are an important focus. Document has been disseminated and discussion with all staff at SDD. Bill will report at each board meeting around the four focus areas. Attendance target queried by Camilo – discussion around different categories and the assistance of WAPOL with new initiative (reported on by Jeremy – successful so far, significant reduction in juvenile crime). 	BM	Discussion
4.3	<p>Community Representatives Prue Foulkes has handed in her resignation (Appendix 3) – Lincoln nominated Jeremy Marklew as Community Representative for WAPOL, Camilo seconded.</p> <p>3 vacancies due for filling including Parent and Community representatives. Lincoln encouraged members to consider anyone they may know that would be suitable for the positions – email Bill and Laura with names to allow the voting process to take place.</p> <p>Lincoln reminded the board that all members must have police clearance.</p> <p>All board members happy to remain in positions for 2019.</p>	Chair	<p>Moved: Lincoln Tavo</p> <p>Seconded: Camilo Blanco</p> <p>Approval Unanimous</p> <p>Discussion</p>
4.4	<p>2019 Strategic Direction</p> <ul style="list-style-type: none"> Moving forward the board will take a purely strategic role. Important to have staff and student representatives – encouraged to put point of view forward to help make decisions with information. Last year the board laid foundations that can now be built upon. Bill discussed the unique placement of Hedland SHS as the only school with opportunities for engagement with industry partners for post-school destinations. Lack of attention from the community around the benefit of schooling an issue (education is not valued). Lateness is an issue. The board can work on changing perception and ensure opportunities are provided to students. Aim is for people to choose/stay in Hedland because of the school – this requires attracting teachers. Lincoln discussed the agenda of the industry sub-group and the work being done for Year 11s and 12s around post-school opportunities. Gerhard raised a query around engaging the community in the school more by making the physical 	BM	Discussion

	<p>premises more open – use of facilities.</p> <ul style="list-style-type: none"> • Narelle raised that positive stories need to be shared more often. • Discussion around making the community more aware of success stories with momentum gathering and now being a good time to share positive results. • Angelo said the student council is eager to go on the local radio station once a month to promote the positive work they are doing. 		
4.5	<p>Public Board Meetings</p> <ul style="list-style-type: none"> • Bill suggested the second meetings of Term 2 and 4 as in 2018. • Lincoln suggested the first of Term 2 to allow parents to be updated on the start of the year and then report at the final meeting of the year – all agreed. • Will need to be well publicised. 	BM	Discussion
5.0	Incoming Correspondence	Led By	Action
5.1	<p>Prue Foulkes resignation.</p> <ul style="list-style-type: none"> • Tabled. • Letter attached as Appendix 3. 	Chair	For Noting
6.0	Reports and Operational Matters	Led By	Action
6.1	<p>Principal's Report: (Appendix 5)</p> <ul style="list-style-type: none"> • ATAR results – BHP internal article to be sent out about positive results, Warren happy to share for further dissemination. • Taylar's replacement being arranged. • SIDE changes are proving successful. • Stephen Baxter and new RED visit was positive – ongoing support. • Lawson Street (Milli Maya) facility – unsettled staff at the beginning of the year but has been resolved. <ul style="list-style-type: none"> - another teacher will be employed to assist Sandra Buzzard. - Chris Cottier has offered assistance from BHP with physical upgrades. - WAPOL truancy program will make Milli Maya a priority for engaging incoming students. - DoE has agreed to connect school internet but the timeframe is unclear. • Students attending with challenging behaviours – talk of engagement through YIC for 10-15 year olds to work on life skills with the aim of returning to school. • Increase in student numbers across the town – positive. 	BM	For Noting
6.2	<p>Financial Report:</p> <ul style="list-style-type: none"> • Awaiting allocation of funding after Census completion. 	KB	For Noting

	<ul style="list-style-type: none"> Report will be sent out 2 days prior to the next meeting to allow time for board members to read before the meeting. 		
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7.0	Industry Sub Group	Led By	Action
7.1	<ul style="list-style-type: none"> Chair explained the agenda hasn't changed – focus on providing job opportunities and work experience for Hedland SHS students, including lots of different employers and companies. Also working towards finding a suitable principal to continue Bill's work when he leaves. Focus on attracting and retaining high quality and experienced teachers – Camilo suggested looking into the housing situation. Jeanette discussed an initiative that has been discussed that has been working in Karratha – not suitable in Hedland so further conversations will be had about opportunities in Hedland. Julian raised engaging talented students earlier than Year 11 and 12 – Chair explained upper school will be the focus. Lincoln explained that the focus will be ensuring all students finish school – apprenticeships not offered early. 	Chair	For Noting
8.0	Items for next meeting/General Business	Led By	Action
8.1	Items for next meeting: <ul style="list-style-type: none"> Reminder to email Laura agenda items up to 2 weeks prior to the next meeting. 	Chair	For Noting
8.2	Other Business:	Chair	For Discussion
9.0	Next Meeting		
9.1	Thursday 28 th March.		Chair
9.0	Meeting Close		
9.1	The meeting was declared closed by the chair at 6:03pm		Chair

Signed: Lincoln Tavo (Chair)

Date: _____

Signed Bill Mann (Principal):

Date:
