



WONGAN HILLS DISTRICT HIGH SCHOOL

*Vision: Pursuing excellence!*

Subject	School Board Meeting
Time	6.33pm
Date	Monday, 6 November 2023
Location	School Library
Chair	Renae Millsteed
Present	Fiona Yeats, Sara Betty, David Sinclair, Renae Millsteed, Dillan Elliott, Meagan Pontifex, Sacha Lupton, Danelle Hasson, Leanne Bradford, Kim Walsh
Apologies	Aleisha Coad, Sian Whitfield, Natalie Read, Steve Whyte

Time	Item	Discussion	Purpose	Led by	Recommendations
6.33pm	<b>Welcome</b> <i>Includes introductions, apologies and noting of minutes of last meeting. Correspondence in and out, conflicts of interest.</i>	Minutes read into meeting by Danelle Hasson as yet to be circulated. Fiona to circulate once reviewed by Renae. Welcomed Kim Walsh to Board in her capacity as Community Member.	Approved (minutes)	Renae Millsteed	Minutes of the Meeting held 16 October 2023 to be endorsed.
6.41pm	<b>Draft Strategic Plan</b>	Fiona had provided Board members with the draft Strategic Plan prior to the meeting for their consideration and noted that it was a very early draft. There are various pillars on which the plan will be based with an overall view towards Pursuing Excellence, this includes the notion of pursuing personal excellence. There are 6 domains under which the plan will be developed with the focus areas of Learning Environment, Quality Teaching, Relationships and Partnerships having been the main focus so far. Learning Enviroment is currently the most fleshed out area with behaviour management and attendance being key topics. A full draft should be available to the Board in Week 9 of this Term. Once the Strategic Plan is completed there is no intention of creating a 'glossy pamphlet' but rather the intention is that the plan will be an ongoing work in progress allowing WHDHS to deviate in areas if required; for example if attendance targets are met, new targets can be developed.	Discussed	Fiona Yeats	
7.22pm	<b>Dress Code</b>	Again Fiona had provided Board members with an edited draft version of the Dress Code Policy prior to the meeting for their consideration. The intention of the review of the policy was to simplify it where possible so it is clear to the WHDHS community what uniform standards are. Board members discussed each section of the policy in detail and lengthy discussions where had about what the appropriate standards should be. In most areas of the policy members were able to simplify the policy to provide clarity. The policy will be amended as discussed and the edited version circulated with the intention that it will applicable from Term 1 2024.	Discussed and feedback provided.	Fiona Yeats	

8.23pm	Sun Protection Policy	Board members were provided with an edited draft version of the Sun Protection Policy prior to the meeting for their consideration. Given the time, any further discussion of the policy was held over to the next meeting.	Discussion held over.	Fiona Yeats	
8.24pm	Attendance	Fiona presented attendance data to the Board tracking the last 4 terms - the data shows that only 50% of students are attending school regularly. Regular attendance to considered to be 90% attendance or above which equates to missing less than 5 days of school in a term. WHDHS is currently using the data to decide how to address this issue and which students/families to work with to improve attendance rates. Some of the methods that will be employed include letters being sent to all families setting out their current attendance rates, parent engagement and Individual Attendance Plans. Attendance and the improvements of our current rates will feature in the Strategic Plan with specific milestones and targets being set out.	Discussed.	Fiona Yeats	
8.49pm	Principals Report	Fiona informed the Board of the following: class structures and student placement is still an ongoing issues with the plan that class structures will be included in the Week 10 Wongarett but families won't be informed of student placement until the week prior to Term 1 2024 commencing; WHDHS is still operating on 'whispers' of whether some students will be attending in 2024 - this information is essential for budgeting, teacher allocation and resource allocation in 2024 - so please advise WHDHS of your intentions to leave if known; cleaner issues are ongoing as the only permanent cleaner has now resigned; any conditions affecting students require documents to support diagnosis and allow appropriate management; the draft new Behaviour Management Policy will be presented to staff and the Board soon.	Informed.	Fiona Yeats	
8.58pm	Finance Report	Circulated to members and any queries will be managed via email.	Informed.	Fiona Yeats	
8.58pm	Meeting Evaluation	Noted it was a lengthy meeting with lots of very robust discussion.		Renae Millstead	
8:59pm	Close	Closed 8.59pm		Renae Millstead	

Chairperson  
Renae Millstead

Principal  
Fiona Yeats

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