



BROOKTON DISTRICT HIGH SCHOOL

SCHOOL BOARD MEETING MINUTES 27 NOVEMBER 2024

DATE:	27 November 2024	CHAIRPERSON:	Danielle Gault (Chairperson)
TIME:	6:52 pm Bedford Arms Hotel Meeting Room	MINUTE SECRETARY:	Mel Browne
ATTENDEES:	<p>Staff Representatives: Kristy Dewson Hall (Principal), Donelle Fox (Deputy Principal), Ashan Alwis (teacher), Mel Browne (MCS). General Community Representatives: Christina Pech (P&C), Cr Beryl Copping (Shire). A Member of Another Association: Rev Philip Raymont. Parent Representatives: Danielle Gault, Gemma Bassett, Gavin Pepper.</p>		
APOLOGIES:	Charlene Hayden (Seabrook).		

	ITEM	LED BY	DISCUSSION / PROGRESS / REPORT	ACTION & TIMELINE
1.		DG	1.1 Welcome	
2.	Previous Meeting Minutes	DG	2.1 That the Minutes of the School Board held on 30 th October 2024, be accepted as a true and correct record, and signed by the Chairperson. MOVED BY: DG SECONDED BY: GP	
3.	Business Arising (from previous minutes)	MB	3.1 Member Training – emails have gone out to those with outstanding items.	Ongoing
4.	P&C Report	CP	4.1 The P&C has committed to purchasing 5 iPads including cases and keyboards for lower Primary to make up full class sets of iPads. We also committed to purchase 4 Bikes for ECE1, 2 balance bikes and 2 more trikes. We will hold a sausage sizzle at the Presentation Night from 5:45pm as a fundraiser. This concludes a very busy but successful year for the P&C.	
5.	Principal's Report	KDH	5.1 Principals Report.	

- Gavin Pepper advised that he would not be renominating for a position on the board in 2025. Gavin feels he is leaving the school in a strong position and appreciates the work the current staff have put into the school.

5.2 Public School Review report and correspondence has been emailed to board members 15 November 2024. Available on the school website.

5.3 The 2025 end of year student celebrations will be as follows.

- week 9, Wed 4th Dec. Year 6 end of Primary School Celebration. 6pm. Parents & students only event.
- week 10, Tues 10th Dec. K-Year 6 Presentation Night. 6.30pm on the west quad & stage area. Board Members to RSVP attendance to KDH by Mon 9th Dec.
- week 10, Wed 11th Dec. Year 10 Graduation and high school awards event. 11.30am, Room 13. Board Members to RSVP attendance to KDH by Tue 10th Dec.

5.4 The School Board have endorsed the following 2025 Staff Development Days: Staff Development Days 2025 (SDD)

- Monday 3rd February, term 1 week 1
- Tuesday 4th February, term 1 week 1
- Tuesday 4th March (Berry Street Day 3/4), term 1 week 5 (4-day long weekend for parents)
- Tuesday 3rd June, term 2 week 6 (4-day long weekend for parents, Accidental Councillor)
- Monday 28th July (Berry Street Day 4/4), term 3 week 2
- Monday 10th November, term 4 week 5

5.5 The School Board have determined the size & composition of the 2025 BDHS Finance Committee. The 2025 BDHS Finance Committee is to have a minimum of

- 1 x Early Childhood staff representative
 - 1 x Primary School staff representative
 - 1 x High School staff representative
- (The above 3 positions must have at least 1 EA represented).
- Technical Support Officer
 - Deputy Principal
 - MCS
 - Principal

			(An odd number is preferred).	
			Meeting Paused at 7.26pm Meeting Re-Opened at 7.31pm	
6.	Finance Report	MB	6.1 Reserve Balances: \$102 984.85 as of 26/11/2024. 6.2 Operational One Line Budget Statement 26/11/2024. Noted. 6.3 The School Board have approved the "BDHS 2025 Contributions, Charges & Personal Items Lists – K to 10". The board have asked for the due date and front table to be communicated again during week 1 and 2.	
7.	General Business / Members Report	MB	7.1 Suggested Board Meeting Dates for 2025 <ul style="list-style-type: none"> • T1 Wednesday Week 6, 12th March 2025 • T2 Wednesday Week 6, 4th June 2025 • T3 Wednesday Week 6, 27th August 2025 (open board meeting, open to the public) • T4 Wednesday Week 4, 5th November 2025 • T4 Wednesday Week 8, 3rd December 2025 	

NEXT MEETING:	Wednesday 12 March 2025	MEETING CLOSED:	7.42pm	SIGNED: (CHAIRPERSON)	<i>Djatt</i>	DATE:	12/3/25
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