

School Council Meeting Minutes

DATE:	9 May 2023	TIME:	7:00pm to 9:00pm
VENUE:	BEPS		
CHAIR:	Renee Burns		
ATTENDEES:	Janet Di Pilla, Jill Howells, Marianne Crowe, Jess Kenway, Angela Roberts, Dave Slutzkin, Michael Lucy, Louise Monahan, Laurence Billiet		
OBSERVERS:	None		
APOLOGIES:	Libby Neesham		
CONFLICTS OF INTEREST:	Louise Monahan, potential conflict acknowledged in Item 4H Libby Neesham, potential conflict acknowledged in Addendum to Minutes		

ITEM	DETAILS	ACTIONS
1. OPEN MEETING	Renee Burns (Chair and President) opened meeting and delivered the Acknowledgement of Country.	
2. ATTENDANCE AND APOLOGIES	Quorum requirements were met. DET teacher representative yet to be confirmed. Apologies and conflicts of interest recorded above.	
3. MINUTES OF PREVIOUS MEETING	Finalised minutes of meeting held 14 February were presented; minutes confirmed without variation.	
RESOLUTION:	That the School Council minutes of the meeting held on 14th February 2023 be confirmed as presented.	
MOVED:	Michael Lucy	SECONDED: Libby Neesham
VOTE:	Unanimously accepted	OUTCOME: Motion Carried
	Minutes of meeting held 14 March 2023 presented. Minutes confirmed with amendments. AMENDMENTS <ul style="list-style-type: none"> Item 6C Application for fundraising to show resolution moved by Michael Lucy and seconded by Louise Monahan 	
RESOLUTION:	That the draft School Council minutes of the meeting held on 14th March 2023 be confirmed with amendments.	
MOVED:	Dave Slutzkin	SECONDED: Jill Howells
VOTE:	Unanimously accepted	OUTCOME: Motion Carried
MATTERS ARISING	Last strategic plan is not yet available via the school website. It was noted this strategic plan is not accurate due to the impact of covid and the DET move from FISO to FISO 2.0	Janet to follow up
	Lawn reseeding – noted in Item 4E	

	Council members to supply a photograph and preferred pronouns for use on the BEPS website. Photos to be sent to Effie: brunswick.east.ps@education.vic.gov.au	ALL - Provide photos to Effie via email
4. REPORTS		
A. PRINCIPAL [JANET]	Updated Bullying Prevention Policy is based on DET guidance, addresses online bullying, and reflects the increased focus on student well-being which is part of the Department's Framework for Improving Student Outcomes 2.0 ('FISO 2.0').	
RESOLUTION:	That the School Council approve the Bully Prevention Policy as distributed.	
MOVED:	Louise Monahan	SECONDED: Laurence Billiet
VOTE:	Unanimously accepted	OUTCOME: Motion Carried
	<p>Janet presented the annual report to Council:</p> <ul style="list-style-type: none"> • All families were invited to participate in the 2022 satisfaction survey; typically surveys are distributed to a randomised sample of 30% of families; • 'comparative schools' based on similar socio-economic background although not reflective of difference racial/cultural demographic differences; • Numeracy has been highlighted as an area for attention. This is reflected in current planning. Focused learning programs could not be supported in 2021/2022 due to covid and associated student and staff absenteeism; • The school is exploring opportunities to hold a 'maths night' for parents to explore how numeracy education is approached. • NAPLAN results are affected by increased anxiety across the school community following covid. BEPS NAPLAN participation is particularly high. • Janet to present annual report to the school community in term 2 considering the possibility of combining the forum with another community building activity to promote attendance. 	Janet – Set date to present annual report to the school community. Annual report to be made available via the BEPS website following presentation.
	A video to demonstrate maths in action within LCs and describe educational approach might be a good way to supplement the proposed 'maths night'.	Comms working group – to follow up

B. PRESIDENT [RENEE]	Council communication with school community to be improved via: <ul style="list-style-type: none"> • Uploading of minutes to school website • Council update emailed following meetings These actions to be completed the week following council meetings	
C. FINANCE [DAVID]	DET has issued new guidance for schools banking, requiring BEPS to move accounts. The finance subcommittee considered Westpac, NAB and CommBank options.	
RESOLUTION: That School Council approve and endorse the Commonwealth Bank of Australia as the SPC supplier for the Official Account, Building Fund Account, and Library Fund Account. MOVED: Dave Slutzkin SECONDED: Janet Di Pilla VOTE: Unanimously accepted OUTCOME: Motion Carried		
	Proposal to increase OSHC fees by \$2 per session effective 29 May 2023 considered. The service is run on a not-for-profit basis, cost neutral basis. OSHC pays the school an annual facilities contribution to ensure the service remains cost neutral. The request to increase fees comes in response to the increasing cost of supplies and the recent pay increase for Educators flowing from the last State Agreement.	
RESOLUTION: That School Council accept and endorse the OSHC fee increase proposal for 2023. MOVED: Dave Slutzkin SECONDED: Michael Lucy VOTE: Unanimously accepted OUTCOME: Motion Carried		
	Application to approve Friday Market Flowers 2023 fundraiser considered. Flowers to be made available via pre-order at selected Friday markets. Funds raised to be allocated to main school fundraising, not to the LC market host.	
RESOLUTION: That School Council accept and endorse the Application for Fundraising: 2023 Friday Market Flowers. MOVED: Dave Slutzkin SECONDED: Laurence Billiet VOTE: Unanimously accepted OUTCOME: Motion Carried		
	Voluntary contributions are an essential element of BEPS school funding. The 2023 budget assumes 80% of voluntary contributions are made in 2023. Contributions currently sit below 40%. ACTION Further communication to be sent to school community encouraging contributions, noting library and building funds are tax deductible.	Michael – to draft comms

	<p>Janet confirmed \$10,000 of 2022 fundraising has been allocated to the gardening program for reestablishment, incl. plants, chook shed, irrigation.</p> <p>ACTION Finance to review and report back on the expected annual cost of the program.</p> <p>ACTION Finance to confirm balance of fundraising from 2022.</p>	<p>Marianne/ Dave – review and report on gardening program & balance of 2022 fundraising account</p>
<p>D. FUNDRAISING / COMMUNITY BUILDING [MICHAEL & LAURENCE]</p>	<p>The first twilight market planning meeting will be held on Monday 15 May 2023. Friday 24 November is being considered as a possible market date, however planning is difficult as we do not yet have a date for the Voice Referendum (Oct – Dec). Brunswick Night Market Dates to be considered if Twilight Market date is pushed out.</p> <p>ACTION Michael to follow up with David for list of people involved with the 2022 Twilight Market.</p> <p>ACTION Renee to follow up with Michael following 15 May meeting for inclusions for council update email, eg call for volunteers.</p>	<p>Michael – Follow up with David for previous volunteer list</p> <p>Renee -Follow up with Michael for comms</p>
	<p>Fundraising calendar to be updated for 2023, need to ensure activities are spread evenly throughout the year</p>	<p>Michael / Laurence – to update</p>
	<p>Claire (amazing parent behind the Lomond open mic nights) has arranged for BEPS to be represented in ‘Parents Battle of Bands’ to be held at Northcote Social Club on Thursday 8 June.</p> <p>Money is raised through BEPS ticket sales, and is to be used for the school’s music and performing arts program.</p> <p>ACTION Promotion to BEPS community.</p>	<p>Janet –email to parents</p> <p>Renee – include in council update email</p> <p>Laurence - WhatsApp comms</p>
	<p>As this is a fundraising activity an ‘Application for Fundraising’ must be approved by Council. As the event is held prior to the next Council meeting the application will be considered and voted on via email.</p> <p>ACTION Michael to complete the ‘Application for Fundraising’ and distribute via email.</p>	<p>Michael – Complete application and distribute for vote</p>

E. PROJECTS [LOUISE]	Louise to attend the next Grounds meeting to propose combing the Grounds and Projects Sub-Committees as there is considerable crossover in scope.	Louise/ Angela – to coordinate meeting
	ACTION CARRIED OVER Lawn reseeded – quote to be sought from Pat Dempsey	Louise to follow up/ assign within grounds
	Council asked why bike racks locked (behind Terra Verde). Janet advised this was to prevent bikes being accessed and ridden during the day.	
F. GROUNDS [ANGELA]	Nothing to report; refer to Item 4E, Projects above.	
G. OSHC [RENEE]	OSHC fees proposal considered in Item 4C above. OSHC Sub-Committee will next meet in July to consider consolidating and simplifying OSHC policies and procedures and parent handbook.	
H. RECONCILIATION ACTION PLAN [LIBBY]	In Libby's absence Janet reported plans are underway to hold a Friday Market for Reconciliation. In the past monies raised at Reconciliation Markets have been donated to local Aboriginal and Torres Strait Islander organisations. Louise suggested Djirra VIC (specialising in support for Aboriginal and Torres Strait Islander people who are experiencing or have experienced family violence or sexual assault) might be considered as a recipient in future. A potential conflict of interest was noted as Louise works for the organisation. Council to consider recommendations of RAP Sub-Committee.	
	Approaches are being made to local communities with a view to having an local Elder perform a Welcome to Country at the commencement of Twilight Market.	
5. GENERAL BUSINESS	It was asked that brief sub-committee reports be submitted in writing prior to Council Meetings. A DET sub-committee report template was distributed as an example. Meeting minutes may be submitted, it would be helpful if the items for Council attention were highlighted if full minutes provided.	
	Sustainability was raised at the recent Council planning session.	

	<p>It is proposed that sustainability will be incorporated into planning and decisions of the grounds & projects subcommittee. Staff compost has been established. Carriage of some sustainable initiatives may sit with the gardening program. BEPS has registered for Sustainability Victoria's Resource Smart Schools program.</p>	
	<p>The communications working group was formed during the Council's recent planning session. The group was tasked with reviewing the BEPS website and supporting the school to ensure content was accessible, accurate and inviting. The group held its initial meeting on 7 May and will report back following a thorough review of website content.</p>	<p>Laurance – to undertake review</p>
	<p>The communications working group proposed an 'open market'. The logistics of the proposal were discussed along with the opportunity to invite prospective families to attend Friday morning Gatherings. ACTION Proposal to be reworked to incorporate discussion. Final format to be approved by Janet and communicated via local kindergartens.</p>	<p>Jess - update proposal and liaise with Janet</p>
6. CORRESPONDENCE	Nil to report.	
7. OTHER BUSINESS	Next meeting Tuesday 13 June 2023.	
8. MEETING CLOSE	The President declared the meeting closed at 9.01pm.	

ADDENDUM TO MINUTES OF MEETING HELD 9 MAY 2023

	Application to approve Parents Battle of the Bands fundraiser circulated by email 16 May 2023.	
RESOLUTION:	That School Council accept and endorse the Application for Fundraising: Parents Battle of the Bands.	
Moved:	Michael Lucy	SECONDED: Renee Burns
Vote:	Unanimously accepted	OUTCOME: Motion Carried
Libby recused herself from voting as her husband is in the band		

Minutes confirmed by School Council 13 June 2023

RB

Renee Burns
BEPS School Council President