

B.E.P.S SCHOOL COUNCIL

MINUTES of the Meeting held on the 25th August 2015 at 7.00pm

PRESENT: Janet Di Pilla, Maryanne Clarke, Jill Howells, Kat Aspinall, Pat O’Neill, Susi Allender, Gabrielle Macdonald, Jennaya Smith

VISITORS: Megan Smart, Anne Marie Pisani, Zoe Austin-Crowe

IN ATTENDANCE: Rachael Hedger, Anthony Alembakis

APOLOGIES: Shona Forrest, Paula Thomson, Rob Rodger, Peta Malins

ITEM	DETAILS	MOTIONS/ACTIONS
1.	<p>Welcome from the President & Acknowledgement of Country, 7.10pm The President, Maryanne Clarke, welcomed all attendees and guests with an acknowledgement of the traditional owners of the land.</p> <p>The President noted that all members of the community are welcome to attend School Council meetings but that these are non-participatory roles and all questions and comments are to be directed through the meeting Chair.</p> <p>Amendment to running order The President advised that the agenda item 4.0 BEPS ANZAC Garden Proposal would be heard first. Ten minutes was allocated to hear the proposal, a further ten minutes would be allowed for discussion and then guests would be asked to leave while School Council members considered the proposal in a closed-session.</p>	
2.	<p>Minutes of the previous meeting Minutes of the previous School Council meeting held 28th July 2015 were distributed electronically with the agenda.</p> <p>Amendments: – Item 3.0, Amend to: Buildings & Grounds on behalf of School Council will need to arrange for the purchase of petrol and any other items from Bunnings as required by the Corrections Team.</p>	<p>Motion/s: M.2: “That the School Council minutes of the meeting held on 28th July 2015 at 7.00pm are to be confirmed, with amendments.”</p> <p>Moved: J Howells Seconded: S Allender Vote: Unanimously accepted Outcome: Motion Carried</p>
2.1	<p>Action items of the previous meeting/s: Further discussion, Action Items, SC2 –SC5 2015</p>	
	<p>SC2-A.10 J Di Pilla & J Smith to discuss Bully Stoppers Pledge Day with Leadership Team.</p>	<p>Status: Item Open</p>
	<p>SC3-A.2 Prep Verandah project and funds to be discussed at the next meeting Update: See Item 3.0</p>	<p>Status: Item Deferred</p>
	<p>SC3-A.3 J Di Pilla to forward website statistics to K Aspinall to be re-formatted. Update: J Di Pilla advised that S Tyas is reviewing reporting software.</p>	<p>Status: Item Closed</p>
	<p>SC4-A.3 J Di Pilla to request S Tyas to update School Council page of BEPS website</p>	<p>Status: Item Complete</p>
	<p>SC4-A.4 P O’Neill to request that parent (Nellie Collier) forward further information and Cyber Safety subject guide to J Di Pilla.</p>	<p>Status: Item Complete</p>
	<p>SC5-A.1 M Clarke & R Rodger to draft a strongly worded letter to the DE&T outlining the concerns of the School Council about the safety of the second floor railing on the new relocatable.</p>	<p>Status: Item Open</p>
	<p>SC5-A.2 School Council to arrange for the purchase of any items required by the Corrections Team. Update: Delegated to Buildings & Grounds.</p>	<p>Status: Item Complete</p>

	SC5-A.3 P Thomson to write a thank you card and arrange a Bunnings voucher for J Tickle. Update: Item delegated to M Clarke	Status: Item Open
	SC5-A.4 J Di Pilla to speak to B&G Sub Committee requesting a playground equipment auditor.	Status: Item Complete
	SC5-A.5 M Clarke and J Di Pilla to send out a single joint communication to all parents requesting assistance with the Twilight Market. A hardcopy of the letter to be included in school bags. A notice to be posted at OSHC.	Status: Item Complete
	SC5-A.6 At the next B&G Sub Committee meeting, J Di Pilla will discuss her needs and the needs of School Council which have arisen as a result of J Tickle stepping down.	Status: Item Complete
3.0	Principal's Report, J Di Pilla	
	<p>Terre Verde Verandah. J Di Pilla advised that she had spoken to relevant members of the Department of Education & Training to inform them that School Council requires a solution to their concerns about the safety of the second floor balcony.</p> <p>Corrections. J Di Pilla advised that Buildings & Grounds have agreed to take on the coordination of the Department of Justice-Corrections Team. The Corrections Team will continue to work Saturday fortnights. Buildings & Grounds will arrange for the purchase of petrol and any other items from Bunnings as required by the Corrections Team.</p> <p>Safety of Playground Equipment. J Di Pilla advised School Council members that Buildings & Grounds have agreed to take on the role of weekly auditing of playground equipment - this will be conducted regularly by a sub-group of Buildings & Grounds.</p> <p>Planning for 2016. 2015 current enrolments 447. Projected 2016 enrolment numbers 470, assume actual of 460 or less. 35 students will depart from Grade 6, anticipate 66 incoming Preps. J Di Pilla advised that there may need to be an extra 123 and 456 LC to manage the large number of current Grade 3 students.</p> <p>Teaching positions will be advertised this week and a 12 month replacement will be sought for Drama/Music. J Powell is taking leave for 2016.</p> <p>Fence. The Nicholson Street Fence project is now complete. Final cost \$139,000, slightly more than expected, due to tree removal. BEPS has paid the contractors and the Department will transfer the remaining amount to the school shortly.</p> <p>Prep Verandah. J Di Pilla advised that the Prep Verandah project needs to be reassessed after 2016 Prep numbers have been finalised.</p> <p>3-way conference. Survey was distributed. There were 98 responses received, a summary of feedback will be provided at the next meeting of School Council.</p>	
	Curriculum Day. J Di Pilla requested Monday 2 nd November be approved as a Curriculum Day. A speaker from the Northern School for Autism will deliver an in-house professional development session to all staff.	<p>Motion/s: M.3. "That the School Council approve a Curriculum Day on Monday 2nd November".</p> <p>Moved: M Clarke Seconded: P O'Neill Vote: Unanimously accepted Outcome: Motion Carried</p>

4.0	BEPS ANZAC Garden Proposal (7.15pm – 8.05pm)	
	<p>School Council members received the following documents electronically, as part of the agenda: BEPS ANZAC Garden Overview; BEPS Grant Application; ANZAC Brochure; BEPS ANZAC Archives; BEPS ANZAC Garden Design; Project Plan; Quote; and Letter of Support. Additional documents were circulated at the meeting showing potential garden layout.</p> <p>M Smart opened her presentation with acknowledgement and thanks for the enormous amount of work and support that has been provided by J Di Pilla. This project revolves around the application for a relevant Victorian Veterans Council grant for \$20,000 to undertake the large landscaping work required at the Nicholson Street fence. The project will take place over 3 years, with completion due in 2018. Consultation has already occurred with staff and students and there has been enthusiasm for the project, the next step will be wider community consultation. The garden is designed to spark discussion about social responsibility and contemporary understanding of war and not to glorify conflict - this aligns with the VVC's interest in peace and the pacifist spirit.</p> <p>A-M Pisani spoke to the design methodology. The garden is based on an open-ended play space with plenty of room for imaginative play and designed to enable a large number of students to use the space simultaneously. There will be no explicit war references, ie use of young trees to represent young soldiers, use of metal components to represent medals awarded. Students have been heavily involved in designing the space.</p>	
	<p>Discussion:</p> <p><u>Budget</u> The budget was clarified as \$20,000 from the ANZAC Grant and an additional \$20,000 from a combination of fundraising and grants over the next 3-4 years. An upfront contribution of \$5,000 from School Council demonstrates commitment to the project. The additional \$15,000 will be sought from Moreland Council, Trees4BEPS, and other fundraising events.</p> <p>The initial \$28,000 in 2016 would cover the earthworks and foundations. From this point forward the desirable elements will be constructed, supported by volunteers and working bees.</p> <p>The grant is due 3rd September and a decision is expected mid-November. Potentially the heavy equipment work could take place over the Dec/Jan or Easter school holidays.</p> <p><u>Immediate remediation of the area</u> Concerns were raised about the immediate safety of the area, as large sections have been cordoned off to protect the trees and branches that will be incorporated into the design at a later stage. It was requested that the branches and trees be consolidated and barricaded to secure the site and to allow access to the shaded area as summer approaches.</p> <p>Z Austin-Crowe agreed to discuss this action with Buildings & Grounds. School Council advised that they would support the engagement of professional contractors to manage the moving and securing of the tree materials.</p> <p><u>Access to the space:</u> It was confirmed that once the initial earthwork is completed the remaining work will be staged to allow as much play space as possible at any one time.</p> <p><u>Acknowledgement:</u> School Council acknowledged the incredible amount of research, design and work that has gone into preparing this grant submission and congratulated the team on their efforts.</p>	

	Closed Discussion:	
--	---------------------------	--

	<p>School Council noted that the space would need to be remediated regardless of the decision reached, and that this would be an expensive project. It was noted that a major concern was that the project not be seen as supportive of war, however, these concerns had been satisfactorily addressed by the presentation.</p> <p>School Council agreed that: they would like to see the project completed as expediently as possible; that there was money available through past and future fundraising efforts; and that as part of the process the site needed to be made safe immediately.</p> <p>School Council noted that P Malins had sent her support for the proposal via email.</p>	
	<p>Recommendation: That the School Council endorse the grant application to the Victorian Veterans Council (grant due 3 September) and approve the BEPS cash contribution of \$5,000.</p> <ul style="list-style-type: none"> School Council noted that in approving this project they would be open to Project Management requests for additional funding to ensure: completion as quickly as practical; and, that materials were of the highest quality available. School Council requested that the site be made immediately safe and more land be made accessible for student play. School Council requested that they be kept regularly informed throughout this project. 	<p>Motion/s: M.1. "That the School Council endorse the grant application to the Victorian Veterans Council (grant due 3 September) and approve the BEPS cash contribution of \$5,000." Moved: G Macdonald Seconded: K Aspinall Vote: Unanimously accepted Outcome: Motion Carried</p>
5.0	Finance Report	
	<p>School Council received the minutes of the Education Sub Committee meeting held 11th August 2015. Minutes were noted.</p> <p>Finance Council approved the following proposals:</p> <ol style="list-style-type: none"> 1. BEPS Fathers Day stalls with a budget of \$1,000 2. Brown Friday with a budget of \$0 3. Trivia Night with a budget of \$2,000 <p>Recommendation: The Brunswick East Primary School Finance committee recommends that School Council approve these 3 proposals.</p>	<p>Motion/s: M.4. "That the School Council approve the proposals for BEPS Fathers Day Stall, Brown Friday and Trivia Night and the associated budget requests". Moved: M Clarke Seconded: S Allender Vote: Unanimously accepted Outcome: Motion Carried</p>
6.0	Sub-Committee Reports:	
	<p>6.1 Education Sub Committee School Council received the minutes of the Education Sub Committee meeting held 12th August 2015. Minutes were noted.</p>	
	<p>6.2 Environment & Sustainability School Council received the minutes of the Environment & Sustainability Sub Committee meeting held 12th August 2015. Minutes were noted.</p> <p>K Aspinall advised that she had been an apology for this meeting, but that Environment and Sustainability were looking to formalise their structure.</p>	
	<p>6.3 Community Events School Council received the minutes of the Community Events Sub Committee meeting held 3rd & 17th August 2015. Minutes were noted.</p> <p>S Allender advised that Trivia Night had been very successful and that she had received personal feedback from new parents that they had enjoyed the night immensely.</p> <p>S Allender confirmed that the 2015 Twilight Market would be able to progress as a</p>	

	<p>number of people had come forward to volunteer their time. S Allender and C O'Neill will Project Manage this event. S Alledner advised that this year would not be a replication of previous years as changes to the team and to the grounds would necessitate adjustments.</p> <p>M Clarke thanked Susi Allender and Cate O'Neill on behalf of School Council for stepping into the role of Project Managers. She also thanked previous members of the Twilight Market team for their continued support.</p> <p>M Clarke, on behalf of School Council, thanked the Trivia Night team.</p> <p>School Council were advised that Spettacaolo: Italian inspired Arts Festival will take place on Thursday 17th September, 6.00pm – 8.00pm.</p>	
	<p>6.3.1. Twilight Market <u>2015 Application for initial funding & advertising approval</u></p> <p>Recommendation: School Council approve the immediate expenditure of \$4550 to secure the rides, disco and raffle prizes for the 2015 Twilight Market.</p> <p>Recommendation: School Council approve the 2015 Twilight Market promotional material for use in internal/external advertising - to retain branding from 2014, same logo and design, but with updated text and colours changed to blue/green.</p>	<p>Motion/s: M.5.1 "That the School Council approve the immediate expenditure of \$4550 to secure the rides, disco and raffle prizes for the 2015 Twilight Market." M.5.2 "School Council approve the 2015 Twilight Market promotional material for use in internal/external advertising." Moved: M Clarke Seconded: J Howells Vote: Unanimously accepted Outcome: Motion Carried</p>
	<p>6.3.2 Approval to Fundraise <u>2015 Application for Fundraising for External Charity</u></p> <p>Recommendation: School Council approve the organization "Bowel Cancer Australia" as the intended recipient of Father's Day Brown Friday Market money.</p>	<p>Motion/s: M.6. "That the School Council approve the organization "Bowel Cancer Australia" as the intended recipient of Father's Day Brown Friday Market money." Moved: M Clarke Seconded: J Howells Vote: Unanimously accepted Outcome: Motion Carried</p>
	<p>6.4 Buildings & Grounds School Council received the minutes of the Buildings & Grounds Sub Committee meeting held 12th August 2015. Minutes were noted.</p> <p>J Di Pilla reported that the Woring Bee, Tree Planting and downball courts were all successful.</p>	
	<p>6.5 OSHC School Council received the minutes for the OSHC Sub-Committee meeting held 10th August 2015. Minutes were noted.</p> <p>School Council noted the successful strategy of sending the OSHC newsletter out directly to parents of enrolled children.</p>	

	<p>Motion/s: M.7.“That the School Council approve all Sub Committee reports as received.”</p> <p>Moved: G Macdonald Seconded: S Allender Vote: Unanimously accepted Outcome: Motion Carried</p>	
7.0	General Business	
	<p>School Council member resignation. School Council formally accepted the resignation of member Paula Thomson.</p> <p>School Council acknowledged her incredible contribution over the past four years, in particular her work on the appointment of the Principal and work on the Sub Committees.</p>	<p>Action/s: A.1 M Clarke to send a thank you card on behalf of School Council. A.2 J Di Pilla to contact L Scacciante to fill vacant position on School Council.</p>
8.0	<p>Close of formal meeting Meeting closed at 8.45pm. Next meeting: SC 7-2015, Tuesday 27th October, 2015</p>	
9.0	Remaining meeting dates, 2015	

Committees, 2015	Sept	Oct	Nov	Dec	Feb 2016
Community Events @7pm	7 th	5 th , 19 th	2 nd , 9 th , 16 th , 23 rd	7 th	
OSHC @6pm	14 th	12 th	9 th	7 th	
Finance @8am	15 th	13 th	10 th	8 th	
Environment & Sustainability @3.45pm	15 th	13 th	10 th	8 th	
Buildings & Grounds @7pm	15 th	14 th	10 th	9 th	
Education @6.15pm	16 th	14 th	11 th	9 th	
School Council @ 7pm	None	SC7 -27th	SC8- 24th	None	SC9