

B.E.P.S. SCHOOL COUNCIL

MINUTES

Meeting held on 26 November 2013 at 7.00 pm

PRESENT: Cameron Miller, Janet Di Pilla, Jacinta Parsons, Kristy Argyle, Paula Thomson, Michael Hole, Rob Roger, Linda Dimos, Jill Howells, Rebecca Hannan, Cath Smith, Jennaya Smith (JSC), Rosie Roger, Ruben Roger, Mika James (JSC students)














APOLOGIES: Himadri Potter

ITEM	DETAILS	MOTIONS
1. Opening the Meeting	Meeting opened 7.06pm	
2. Welcome & Introductions	Cameron welcomed all members and students	
3. Minutes of the Previous Meeting:	<p>Minutes of the meeting held October 22, 2013 were distributed previously in the form of actions and resolutions from the previous meeting.</p> <p>Amendment – None</p>	<p>Motion: “That the Minutes of the meeting held on October 22, 2013 at 7.00pm be confirmed.”</p> <p>Moved: Paula Thomson Seconded: Kirsty Argyle</p> <p>Outcome: Motion Carried</p>
4. Business Arising from Previous Minutes	<p>OSCH</p> <ul style="list-style-type: none"> ✚ <u>Discuss the raising of fees for OSCH.</u> OSCH has no increase this year, but at the commencement of 2014 fees will increase by \$1.50 which will take cost to between \$16-\$18. ✚ <u>Discussion re finances of OSCH.</u> Janet reviewed the two current systems for record keeping of OSCH monies. A meeting was held and a system has been devised to show the bottom line of income and expenses for OSCH. ✚ An agreement was reached that all expense items – including wages would be identified so that consistency is maintained. Maria will update the spreadsheet regularly and provide this to Rena. Money for OSCH comes from parent fees and grants. There is also now a contingency plan to cater for long service leave. ✚ <u>OSCH funding for the outsourcing of policy development for the program.</u> An amount was discussed last term about \$1500 being used from the existing OSCH funds for policy development. This has increased to \$8000 because of the huge number of policies involved. This year \$4000 of existing OSCH funds 	<p>Motion: “School Council approves the increase in Before/After Care fees by \$1.50 per session from the commencement of Term 1, 2014.”</p> <p>Moved: Michael Hole Seconded: Paula Thomson</p> <p>Outcome: Motion Carried</p>

	will be allocated to OSCH policy development and another \$4000 next year.	
5. Review of Action Register	<p><u>Update on the Prep verandah.</u></p> <p>✚ The plans that were drawn up by Greg Carden were tabled. The project will require an engineer's report. Plans attached.</p> <p><u>Access to Council minutes</u></p> <p>✚ Daryl Rodgers has had access to previous SC minutes.</p> <p><u>Australian Wireless Audio</u></p> <p>✚ Australian Wireless Audio – factor this into 2014 planning. Maria informed and has it in hand.</p> <p><u>Christmas Hamper</u></p> <p>✚ Linda contacted Cheryl Pane re Christmas Hamper. Keep separate to the Crazy Can hamper.</p> <p><u>Budget Item</u></p> <p>✚ Budget item 8538 in last financial report. Administrative error (\$9000 instead of \$900). Rectified in Financial Report tabled at 26 November meeting</p> <p>✚ No Education meeting due to camps so High Expectations document held over to next meeting.</p>	
6. Essential Business	<p>✚ <u>2014 school start up</u></p> <p>27 Jan Public Holiday – Australia Day 28 Jan Teachers commence 29 Jan Curriculum Day 30 Jan Year 1-6 commence 31 Jan Prep students commence</p> <p>The other three curriculum days will be advised in 2014</p>	
7. Correspondence	<p>October/November correspondence to be discussed and received/endorsed</p> <p>In coming None</p> <p>Outgoing ✚ None</p>	<p>Motion: "That the inwards correspondence is received and the outwards correspondence endorsed."</p> <p>Moved: Seconded:</p> <p>Outcome:</p>
8. Principal's Report:	<p>Summary from parent forum is in the last newsletter. The feedback has been positive. This will be looked at in terms of planning.</p> <p>✚ Number of students in each learning area 2013.</p>	<p>Motion: "That the Principal's report be received."</p> <p>Moved: Jacinta Parsons</p>

	<ul style="list-style-type: none"> - Prep; 64 - 123; 220 - 456; 110 <p>✚ Number of students in each learning area 2014.</p> <ul style="list-style-type: none"> - Prep; 66 - 123; 210 - 456; 140 <p>✚ <u>Preferred learning community configuration</u> Current and projected numbers in the current minutes. Area of concern is 456 at the moment. Discussed this with the School Improvement Team (SIT) regarding the number of home groups required. Five home groups will mean larger home groups of around 28 students. Six home groups will mean approximately 22/23 students. SIT looked at options for the daily running of the 456 are and have decided to run this as one LC. Timetabling will be required that allows for additional space and use of specialists. Facilities from the DEECD will come out and have a look. 2015 numbers will go up again. All options, including use of portables, need to be investigated. Our enrolment aim is to maintain our teaching and learning program.</p> <p>✚ <u>Staffing situation for 2014 (so far)</u> Aim – improved career structure and staff retention. Leading Teacher Positions – Two people were appointed in the Leading Teacher Positions: Jill Howells (Thinking) – Andrew Dabner (Data). LT positions allow for a professional structure and learning for our staff. We have employed three ongoing teachers – Katie Clark, Ebony Sibbald and Suzanne Oakley. Another four contract positions have been advertised at the moment as we still have staff out on leave. There is also a Family Leave position that closes tomorrow. Interviewing will take place on Thursday Kristy Opray returning .4 next year. Peter Hocking is returning. Decision made to defer repair of fence for a little while to ensure we have money to employ 6 teachers in 456 to reduce the home group size Most teams will hopefully be announced in next couple of weeks.</p> <p>✚ <u>Current staff working on Performance and Development (PDR) in line with 2013/2014 guidelines</u> Staff are working in teams to provide evidence about how they are meeting the standards.</p> <p>✚ <u>Bastow leadership course 26 & 27 November</u></p>	<p>Seconded: Cath Smith</p> <p>Outcome: Motion Carried</p>
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	<p><u>attending Janet, Linda and Jill</u> This has been about development of a School Improvement Team (SIT). The two days have given us a lot to discuss and talk about.</p> <p>✚ Thank you to parents for their involvement. Lots of work that parents are putting in and it is very much appreciated.</p>	
9. Financial Report:	<p>Commonwealth Bank update ✚ Janet added to CBA signatory list for the school</p> <p>Maria met with Philomena at MECU yesterday to discuss our banking needs by moving to a higher daily interest balance rather than monthly interest balance. She also discussed getting an EFTPOS machine.</p> <p>Page 6 of the Finance minutes– in the fundraising table \$55 000 carried forward from last year is the monies we put toward expenditure. Any monies left over from this year will go toward next year’s monies to be spent. Twilight market (plus other funds) fund the Kitchen Garden program (approximately \$30 000). This program will be reviewed with all stakeholders along with all other programs.</p> <p>Action – Janet to talk to Maria about Cultivating Communities.</p> <p>✚ School Fees. Janet has spoken to Geoff Warren and John Williams (current Principals) and as a result reviewed fees for 2014. Changes were discussed, including altering words.</p> <p>Action : Janet to organise altering the wording on the booklists and indicate that B & G, Library are tax deductible.</p>	<p>Motion: “That the 12 November Finance committee minutes be received”</p> <p>Moved: Rebecca Hannan Seconded: Jill Howells</p> <p>Outcome: Motion Carried</p> <p>Motion: “The statement of receipt and expenditure for the period ending November as circulated is accepted and approved for payment and that the Investment register for November be approved”</p> <p>Moved: Jill Howells Seconded: Paula Thomson</p> <p>Outcome: Motion Carried</p> <p>Motion: “School Council approves changes to 2014 BEPS school fees - Essential bulk material items \$100, Essential subject materials \$100, Essential student ICT materials \$50”</p> <p>Moved: Rebecca Hannan Seconded: Jill Howells</p> <p>Outcome: Motion Carried</p>
10. Other Reports: ✚ President ✚ Education ✚ Environment & Sustainability ✚ Community Building ✚ Buildings and Grounds	<p>October reports to be tabled at next School Council</p> <p>President - None</p> <p>Education - None</p> <p>Environment & Sustainability ✚ Drive on sustainability next year. Suggestion re agenda (from Janet). Ensure it is more a part of the school.</p> <p>Community Building ✚ Bunnings BBQ was a success</p>	<p>Motion: “That SC ratifies all the committee reports presented.”</p> <p>Moved: Rob Rodger Seconded: Michael Hole</p> <p>Outcome: Motion Carried</p> <p>Motion: “School Council will release the profits from Madz</p>

<p>  OSHC  Junior School Council </p>	<p>  RRR BBQ coming up this weekend  Twilight market– taking out some of the food stalls this year. Often don't have enough volunteers. Rotary club runs one BBQ, CERES is going to be involved to free up volunteers to go elsewhere. Risk assessment and practice around food has been completed. </p> <p>  Parent idea – Mango and Sticky Rice stall. Profits from this stall to go to the relief effort in the Philippines. Estimation of profit is between \$800-\$1000. Community Building will try to get things donated. </p> <p>  Volunteer sheet to be advertised. Perhaps to be attached to the newsletter. There is an online version too. Some discussion was had about the final shift and pack up. Some schools get the parents to sign a contract. If they don't volunteer, they pay. </p> <p>  Solar Power BBQ – at Scienceworks was successful on Sunday. Questions were raised about the Solar Power grant received a few years ago. </p> <p> Action: Janet to investigate Solar Power grant received a few years ago. </p> <p> <u>IPADs UFS Pharmancies Grant</u> <ul style="list-style-type: none"> - We received a grant of approximately \$6200 - We will get 8 newer ipads, a server to update them and a secure lockup system - These will be used with students who work with Educational Support staff. </p> <p> <u>Buildings and Grounds - Kirsty</u> <ul style="list-style-type: none">  Masterplan survey has been approved. \$3000 of the budget has gone toward survey being conducted during school holidays, to show the lay of the land – external buildings.  Ben – many of the windows are in need of major repairs. Rotting out and need replacement.  Spire is leaning – was broken in the storm.  Great working bee. OHS will need to be considered further during future Working Bees </p> <p> Action – Janet to ask facilities about this, the Condition Assessment Report (CAR), OHS at working bees. </p> <p> OSHC  Issues dealt with in Essential Business </p> <p> Junior School Council – Jennaya Smith  JSC meeting weekly. Report back about what JSC have been working on and a proposal for a fundraiser. </p>	<p> Mango and Sticky Rice Stall to support Red Cross Relief in the Philippines” </p> <p> Moved: Cameron Miller Seconded: Cath Smith </p> <p> Outcome: Motion Carried </p> <p> Motion: “School council approves Cans for Crazy Hair on December 11th, 2013 with donations going to the Asylum Seeker Resource Centre” </p> <p> Moved: Rob Rodger Seconded: Paula Thomson </p> <p> Outcome: Motion Carried </p>
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	<ul style="list-style-type: none"> ✚ JSC tried to make the Friday market better in regard to being orderly. The new signs have been assisting. They are trying to get the JSC involved with it more. ✚ At assembly each Monday JSC will try to make assembly more orderly by having some calming music and having JSC ready to run assembly. Attempts are being made to run assembly without any scripts. JSC start the assembly, ask for announcements and organise the national anthem. We try to start the assembly straight away so that we don't have to put our hands up. ✚ Goals for the future - calming music to make assembly more orderly. ✚ Fundraiser – Cans for crazy hair day. Bring in a donation of a food can for Asylum Seeker Resource Centre. December 11th. ✚ JSC thanked the School Council for their support. ✚ Paula offered to support the day through her involvement with the Asylum Seeker Resource Centre. 	
11. General Business:	<ul style="list-style-type: none"> ✚ Pupil free days for next year two days at the start of the year as advised in newsletter. ✚ Paula, Cameron, Himadri will be at the end of their two year term in March 2014. Cameron will not renominate for the President role. Other members of the current School Council list are considering their options for 2014 and will advise promptly. There may be some coopted positions. First meeting of 2014 is with the old School Council. Nominations for available spots will be in February next year. There was a suggestion that food was available at School Council meetings. 	
12. Closure of Meeting Or extension of time Standing Orders: Maximum 2 x 15 minute extensions.	<p>Meeting closed at: 9.37pm</p> <p>Next Meeting: School Council- School Council Final dinner meeting – December 10th</p>	
13. Next Meeting dates	No Further subcommittee meetings for the 2013 school year.	