

B.E.P.S SCHOOL COUNCIL

MINUTES of the Meeting held on the 25th November 2014 at 7.00pm

PRESENT: Paula Thomson (President), Janet Di Pilla -*part* (Principal and Executive Officer), Jennaya Smith (Secretary), Michael Hole (Community Events), Kirsty Argyle (Buildings & Grounds), Louis Scacciante (Parent), Rob Rodger (Education), Shona Forrest (Staff), Maryanne Clarke (Vice President), Jill Howells (Staff), Gabi Macdonald (Finance), Jacinta Parsons (Education)

IN ATTENDANCE: Rachael Hedger

APOLOGIES: None

ITEM	DETAILS	MOTIONS/ACTIONS
1.	<p>Welcome from the President & Acknowledgement of Country The President welcomed all attendees with an acknowledgement of the traditional owners of the land.</p> <p>Congratulations were extended to Jill Howells, on behalf of School Council on her recent appointment to the position of Vice-Principal.</p> <p>Thanks were extended to all members of School Council for their valuable and worthwhile commitment, and for so freely volunteering their time to improving the school.</p>	
2.	<p>Minutes of the previous meeting Minutes of the previous School Council meeting held 28th October 2014 were distributed electronically with the agenda.</p> <p>Amendments: - Page 3 – remove ‘Ultimately -> other’. Add ‘Good results, showing an upward trend in Reading, Writing and Maths. School Council will consider Naplan results at the next meeting, in light of the AIP and SP.’ Page 4 – remove ‘Ref’ Page 6 – 5.2 remove paragraph 2 Page 7 – 5.4 remove ‘obviously’</p>	<p>Motion/s: M.1. “That the School Council minutes of the meeting held on 28th October, 2014 at 7.00pm are to be confirmed, subject to noted amendments”</p> <p>Moved: S. Forrest Seconded: L. Scacciante Vote: Unanimously accepted Outcome: Motion Carried</p>
3.0	<p>Principal’s report The Principal’s Report was presented at the meeting.</p>	
	<p><u>3.1 Naplan, AIP & SP</u> The Principal led a discussion to review the Naplan results.</p> <p>It was considered that the Naplan results showed an upward trend with a nice spread of results, it was noted that the current Grade 5 students were a small cohort and therefore results could be easily skewed.</p> <p>The Principal noted that the aims documented in the Annual Implementation Plan and Strategic Plan were atmospheric and</p>	

	<p>did not represent a realistic target for the school. The high goals stipulated in these documents could not be achieved unless the school taught to the Naplan test or removed students who were not high achievers. It was concluded that the goals were to be re-written to be both realistic and achievable. In future the Strategic Plan will be written as an improvement strategy.</p> <p>Summary points to note from the 2014 Naplan review:</p> <ul style="list-style-type: none"> • Overall Reading, Writing, Numeracy have been improving. • Numeracy 2012 to 2014, Band 4 remains a concern. • Reading 2012 to 2014, decrease in top band but results still good. • Writing, need to remember that the writing-type test changed. • The Region has indicated that it is satisfied with the Naplan results. <p>The Principal reported that the school is no longer satisfied with the current Government online testing. The test is not considered appropriate for students at the extreme ends of the testing scale as it has been written to the average student and fails to provide fine discriminate.</p> <p>ACER Progressive Achievement Tests (PAT) testing measures students from grade 1 through to grade 6; so provides a far more reliable indication of success.</p> <p>PAT Maths was considered this evening by teaching staff and has been deemed to be a more reliable measure of student achievement; this will need to be purchased by the school.</p> <p>Student Performance Analyser (SPA Tracker) has already been purchased by the school and will be used to merge and analyse raw data results from numerous sources.</p> <p>The Department will require Naplan results to be included in the next Strategic Plan, however the school will also include more reliable factors.</p> <p>The next steps will be to clarify the intent of the Strategic Plan and then use the Annual Implementation Plan to reflect agreed changes.</p>	
	<p><u>Discussion:</u></p> <p>School Council members queried how the focus on Maths would be managed into the future. The Principal explained that J. Howells would be focusing on the questioning that goes with Maths. Andrew has already been able to use SPA Tracker to consider individual questions and ask why certain cohorts are not responding to those questions correctly. For example, it was determined that students did not know what an analogue clock was, once this was explained they were then able to address the question correctly.</p> <p>Additional maths performance analysis in underway, J. Howells has considered the Grade 3 cohort and identified chunks of learning that was missing, and this is now being addressed.</p>	
	<p><u>3.2 Learning Community Structure and Plans for 2015</u></p> <p>The Principal provided an overview of the new Learning Community structure and plans for 2015. This will be presented</p>	

	and discussed with all parents on Thursday night. School Council members were asked to support and promulgate the planned changes amongst the parent population.	
	<p>3.3 Prep Verandah Project. The Prep Verandah project has presented some management and timing challenges. The plans for this space had been agreed with the Prep teachers as it provides an excellent extension space for working in rain or sun. The budget has recently been reviewed and now stands at \$32-35,000 of which only \$27,000 has been allocated. This price includes roof, floor and walls but excludes café blinds which will cost an additional \$4,000. <i>This discussion was put on-hold to allow J. DiPilla to leave the meeting.</i></p> <p>This discussion was continued without J. DiPilla present.</p> <p>It was considered that there are to be only 3 Prep classes in 2015 and that it is no longer an imperative for this space to be increased. When this project was first proposed there were to be 4 classes in the same space. There is now additional useable space in the Agora that can be made available for use by any of the classes.</p> <p>The project has suffered a significant budget overrun and will need to be assessed in light of a number of other pressing needs in 2015. School Council acknowledged and accepted that the school would incur the \$5,000 already spent against this project.</p> <p>School Council agreed that the Prep Verandah Project would be halted and re-considered as part of the priority pool of projects for 2015.</p>	<p>Motion/s: M.2.“That the Prep Verandah Project be halted, pending consideration at the first School Council meeting of 2015”.</p> <p>Moved: G. Macdonald Seconded: M. Hole Vote: Unanimously accepted Outcome: Motion Carried</p>
	<p>3.4 Language Class School Council was advised that a parent has approached the school about conducting a Chinese Language School. She has been tentatively offered the use of the Library one night a week, 3.45 – 5.30pm. School Council agreed that they would consider the proposal once the formal paperwork has been submitted, this would be assessed as a straight rental agreements for BEPS students only.</p>	
4.0	<p>Finance Report G. Macdonald reported that Concert had been covered by;- \$3,800 from the program budget and \$3,500 overrun covered from the reserve.</p> <p>M. Booth will provide next year’s school budget in February 2015.</p> <p>There is an identified need for money to be allocated from fundraising to maintenance; there is a high priority to replace the existing shade cloth at a cost of \$4,000 x5 sets.</p> <p>M. Smart is continuing to look into available grants for 2015.</p>	
5.0	Sub-Committee Reports:	

	<p>5.1 Education Sub Committee School Council extended its sincere thanks to K. Backholer for the enormous amount of work that went into getting an unprecedented number of policies reviewed and approved in 2014.</p>	
	<p>5.1.1 Student Engagement Policy Approved with clarification.</p> <p>1. "Whole school prevention statement" Query if this was the title intended, as it was difficult to discern meaning.</p> <p>2. "Opportunities for students ...being buddies for our new prep children" Query if the prep buddy system was still in place.</p> <p>5.1.2 Yard Supervision Policy Approved with amendment.</p> <p>Request that as part of the duties of yard supervision, teachers are directly involved with observing students at play and are able to touch base with students who are not connecting with other children to assess if they are in need of further guidance.</p> <p>It was agreed that this occurs in practice and should be reflected as a clear expectation, particular as a guiding document for CRT.</p> <p>5.1.3 Supervision Policy Approved without amendment.</p> <p>5.1.4 Incursions Approved without amendment.</p> <p>5.1.5 Excursions Approved with amendments.</p> <p><i>Original:</i> Excursion staff who will provide supervision of students and who are not registered teachers must have a Working with Children Check, this includes parents.</p> <p><i>Amend to:</i> Excursion staff who will provide supervision of students and who are not registered teachers must have a Working with Children Check, this includes parents and carers if their child is not part of the excursion.</p> <p><i>Original:</i> Excursion Considerations an online notification of school activity form is completed ...</p>	<p>Motion/s: M.3. "That the following policies are approved subject to minor amendment and clarification; Student Engagement; Yard Duty Supervision; Supervision, Incursions; Excursions; Duty of Care."</p> <p>Moved: R. Rodger Seconded: J. Howells Vote: Unanimously accepted Outcome: Motion Carried</p>

	<p><i>Amend to:</i> Excursion Considerations an online notification of school activity form is completed ...</p> <p>5.1.6 Duty of Care Approved without amendment.</p>	
	<p>5.2 Environment & Sustainability</p> <p>School Council received the minutes of the Environment & Sustainability Sub-Committee meeting held 16th October, 2014.</p> <p>School Council requested further information about the Bike Library project, and queried whether the school could work more closely with the CERES bike library. There were concerns about the amount of space required to store bikes within the school grounds. It was felt that there would be a community preference to see BEPS students fixing up old bikes and donating them to charity.</p> <p>The Principal will liaise with Peter Hocking and Faith to provide further details and invite them to attend the next meeting of School Council.</p> <p>School Council extended thanks to Environment & Sustainability for their increased involvement in the Twilight Market.</p>	<p>Motion/s: M.4.“That the minutes of Environment & Sustainability Sub Committee meeting held on 16th October 2014 are accepted, with the exception of the item ‘Bike Library’ which is deferred for discussion at the November meeting of School Council.”</p> <p>Moved: R. Rodger Seconded: M. Hole Vote: Unanimously accepted Outcome: Motion Carried</p>
	<p>5.3 Community Events</p> <p>The profit for the 2014 Twilight Market has not been finalised at the time of this meeting, however it s expected to exceed \$30,000.</p> <p>School Council congratulated B. Labagnara, Community Events team, staff, volunteers and students on an excellent 2014 Twilight Market. It was noted that the Sideshows were a great success this year.</p>	
	<p>5.4 Buildings & Grounds</p> <p>School Council received the minutes of the Buildings & Grounds Sub-Committee meeting held 11th November 2014.</p> <p>K. Argyle asked that a future discussion be held on the Sunsmart Policy to gain feedback on implementation, particularly in light of any future building work. School Council was asked to provide clarity on the role of the Buildings and Grounds Sub Committee in 2015 and work in partnership with them to meet the fundraising requirements.</p> <p>K. Arglye advised that the current Shade Audit had been completed but Buildings & Grounds will need to ensure that the amount of shade is increased for the next scheduled audit.</p> <p>School Council offered its congratulations on the success of the most recent working bee.</p>	<p>Motion/s: M.5.“That the minutes of the Buildings & Grounds Sub Committee meeting held on 11th November, 2014 are accepted.”</p> <p>Moved: G. Macdonald Seconded: J. Parsons Vote: Unanimously accepted Outcome: Motion Carried</p>

	<p>5.5 OSHC School Council received the OSHC Sub-Committee minutes of the meeting of 10th November 2014.</p>	<p>Motion/s: M.6.“That the minutes of the OSHC Sub Committee meeting held on 10th November, 2014 are accepted.”</p> <p>Moved: P.Thomson Seconded: M.Hole Vote: Unanimously accepted Outcome: Motion Carried</p>
<p>6.0</p>	<p>General Business The President agreed that the communication regarding payment of school fees had not been clear.</p> <p>P. Thomson agreed to communicate with all parents that fees for the Library & Grounds and Maintenance are voluntary; that there was a name change to Buildings and Grounds; determine if a range could be provided; and encourage people where possible, to pay more than the minimum amount.</p> <p>P. Thomson confirmed that the current committee would return on 24th February 2015. Elections would be held to fill any vacant positions. The incoming committee would then have an opportunity to set the meeting dates for 2015.</p> <p>Sub-Committees are to be advised that they can set their own meeting dates without consultation with School Council.</p> <p>P. Thomson once again thanked School Council members for their valuable contribution and advised that the final dinner is scheduled for next Thursday.</p>	
<p>7.0</p>	<p>Close of meeting Meeting closed at 8.40pm. Next meeting: 24th February, 2015</p>	
<p>8.0</p>	<p><u>Upcoming meeting dates</u> Community Building – 7.00pm, Monday 9th February 2015 OSHC – 5.45pm, TBA Finance – 8.00am, TBA Building & Grounds – TBA Education – 6.00pm, TBA Environment & Sustainability – 4.00pm, TBA School Council – 7.00pm, 24th February 2015</p>	
	<p><u>Attachments</u> None</p>	