



# Wales Street Primary School School Council Meeting Agenda – November 25 2015

**Meeting No: 9      Time: 7.00pm-9.00pm      Duration: 2 hours      Location: Staff room      Minute taker: Adam      Time keeper: Phillip**

**Meeting Objective:** To provide governance to the school and advice/recommendations to the principal, as the employer's representative, about matters related to the long term planning and operation of the school

**Present:** Phillip Papastamatopoulos, Gabrielle Darlington, Lucy Thornton, Susan Rennie, Frances Coppolillo, Maurizio Tagliano, Jason Sergi, Adam Chapman, Robyn Jones, Christian Woodcock.

**In attendance:** Maria Nord. Rowen and Kim as interested non-SC parents.

**Apologies:** Geoff O'Connor,      **Chair:** Phillip Papastamatopoulos

No	Item	ACTION
1.	<p><b>Minutes of the last meeting</b> 28 October 2015</p> <p>Moved: Lucy; 2<sup>nd</sup>: Maurizio; Accepted: All</p>	
2.	<p><b>Business arising from the Minutes</b></p> <p>A query was raised over the school directions regarding the singing of the national anthem. Christian advised that school would be moving forward based on feedback from the parent questionnaire.</p>	
3.	<p><b>Reports:</b></p> <p>i. Principal's report (Christian)</p> <p><u>Holiday care program</u> Christian updated SC on further discussions he'd had regarding commencing a program at WSPC: Leap Kids is the preferred group; they don't use agency staff; they received a very high rating from the peak body who assesses these groups; many WSPS children already attend their program at Preston Sth PS; Leap Kids have provided Christian with an updated proposal; a 12 month trial proposed with them commencing term 1 school holidays 2016; legals are currently being reviewed.</p> <p><u>LOTE</u> WSPS is seeking interest in numbers to run after-school hours language classes. There has been interest from a Mandarin language group to date. Phil advised that he had approached the Dept Education regarding additional LOTE funding for WSPC with little response. He advised he would like to approach the Minister next on this. SC supported him in this.</p> <p><u>Inter school sports</u> The proposed payment policy to provide a YMCA sports program to all Yr 5 &amp; 6 students not participating in inter-school sports will be communicated to parents at the beginning of next year.</p>	<p>SC approved proceeding with a 12 month trial with Leap Kids from 2016</p>

	<p><u>IB</u> WSPC has received accreditation for the IB PYP. SC congratulated the school on this significant achievement. Lucy advised that the events and fundraising committee are looking at an event in February to showcase the PYP.</p> <p>ii. Policy &amp; Strategic Planning (Jason)</p> <p>Maths policy to be sent out to SC for ratification Professional development policy and parent payment policies were ratified.</p> <p>iii. Gender equity policy: see below.</p> <p>iv. Facilities (Christian)</p> <p>A mould issue in some rooms from leaking roof space is being investigated; Robyn advised that an application Dept Ed for \$50K to support rectification of this had been successful.</p> <p>v. Events &amp; Fundraising (Lucy)</p> <p>Minutes tabled. SC noted that school community would like better information on where fundraising \$ are allocated. SC endorsed FACE approved small grants – these to commence next yr with budget to come out this yr. Next small grant funding round to go out beginning of 2016.</p> <p>vi. School Aged Care (Christian)</p> <p>Assessment next Tuesday.</p>	
4.	<p><b>Financial</b> - reports to date. (Maria)</p> <p>SC noted funds transfer of \$125 to The Lakes PS South Morang from the Camps, Sports and Excursion Fund. Budget: ICT budget will be halved in 2016 in order to zero school deficit by 2017. SC was advised that: current computers are lasting better than expected, and that there is currently 1 device to every 4 students –a comparatively good ratio; forward planning being considered for a 1:1 device program for yr 5-6, pending further research, grants are available through Dept Ed for this; \$4K required to support server upgrade.</p> <p>Staffing – domino effect of backfills - juggling positions to bring SRP back to black. FT performing arts teacher to be appointed in 2016, with a view to major whole of school performance.</p> <p>It was noted that class sizes for yr 3-4 are ~28; higher than other yrs. Currently insufficient funding to expand number 3-4 classes. Expansion would also require reshuffling class yrs between buildings.</p> <p>Parent payment policy fee needs to be endorsed. Cover letter on school fees letter to be developed by Christian and Phil.</p>	<p>School fees cover letter to be developed by Christian and Phil.</p>

	<p>Fees to remain the same in 2106 to minimise impact on families.</p> <p>SC noted that fee benchmarking against other schools in area showed ours to be within range, but at the higher level. It was noted that even a significant increase in school fees would not provide anywhere near enough funding to provide for e.g. an additional teacher.</p> <p>Budget document to be sent through to SC members for noting, and endorsing at next mtg (Dec 9).</p>	<p>Budget doc to be sent out of session to SC members for noting.</p>
5.	<p>Gender Equity (Policy Committee / Susan)</p> <p>SC discussed approaches to improving gender equity at WSPC, and actioning discussions regarding this from earlier in 2015. SC noted that a broad framework/approach was required, not just a policy, including ongoing training for staff &amp; SC supported by review/audit. SC noted two organisations that may be able to assist in this: Women's Health in the North and White Ribbon. It was also noted that the Dept Ed has developed a resource for secondary schools focussed on violence prevention called Respectful Relationships. It was unclear if this was applicable to primary schooling.</p> <p>SC agreed that a specific gender equity working group should be established to progress this, and that dates should be identified in staff training calendar for training through a suitable provider. It was noted that the working group members should attend a PSP meeting to understand the school governance processes.</p> <p>SC agreed extend to extend the meeting to 9.15</p>	<p>Identify dates in training calendar for gender equity training with a suitable provider.</p> <p>Christian to develop EoI with Susan to send out to school community regarding a gender equity working group.</p>
6.	<p>FASE Fete – student involvement (Lucy)</p> <p>SC discussed FASE request for greater student involvement in the set-up of the fete, particularly among grade 5&amp;6 students. The possibility of incorporating involvement in the fete within the 5-6 curriculum was raised. SC noted that Junior School Council would not be elected in time for this (i.e. by March 18) so could not be used as a vehicle for student engagement.</p>	<p>Lucy to discuss possibilities with 5/6 teachers</p>
7.	<p>Class Rolls - Compass (Lucy)</p> <p>To be discussed next year</p>	
8.	<p>Split Lunchtime – (council)</p> <p>Splitting lunchtimes to enable children to have better access to play facilities was discussed, following up on this issue being raised earlier in the year. Christian advised staff would give consideration to timetabling this for lunches and trialling this in 2016. To be discussed further at the next SC meeting.</p>	<p>Carry forward discussion on split lunchtimes trial to next SC mtg.</p>

9.	Welfare Program - (Susan)  SC discussed process and roles around student welfare program.			Christian to clarify policies/structures around training, credentialing of welfare program staff
10.	<b>Other business</b>  SC noted consultation process around development of a school crossing for corner Clyde and Wales St.			
11.	<b>Correspondence</b>			
12.	<b>Next Meeting:</b> Wednesday 9 <sup>th</sup> December 2015 (TBC)			
13.	<b>Meeting Closed:</b>			
<ul style="list-style-type: none"> <li>• Building relationships</li> <li>• Doing what we say we are going to</li> <li>• Being active listeners</li> </ul>		<ul style="list-style-type: none"> <li>• Being open minded to change</li> <li>• Being considerate of others</li> <li>• Nurturing a positive environment</li> </ul>	<ul style="list-style-type: none"> <li>• Setting goals</li> <li>• Being flexible</li> <li>• Sharing ideas and information</li> </ul>	<ul style="list-style-type: none"> <li>• Being enthusiastic</li> <li>• Being organised</li> <li>• Reflecting on what we do</li> </ul>

