



Wales Street Primary School School Council Meeting Minutes – 26 / 02 / 14

Meeting No: **Time:** 7.15 - 8:20pm **Duration:** 1 hr **Location:** Staff room **Minute taker:** Lucy **Time keeper:** Chair

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.

Attendees Natasha Kinsman, Maria Romnios, Anne Roberts, Maria Nord, Jason Sergi, Lucy Thornton, Lincoln Kerr, Melinda Story, Scott Hamilton, Trevor Robinson, Jenny Deeble, Judi Benney

Apologies Phillip Papastamatoulos **Chair** Natasha Kinsman

| No | Item | ACTION |
|-----------|---|---|
| 1. | <p>Item: Previous meeting Minutes - not tabled, Natasha to circulate via email for comment/approval.</p> <p>The Listed proposed Fundraising events (See Attachment 1- SC Meeting Agenda 26/2/14) have been approved. Moved: Maria Romnios Seconded: Mel Story</p> <p>Funding for 3/4 Camps approved. Moved: Trevor Robinson Seconded: Mel Story</p> <p>SC endorsed the following: *School investment Policy *School Internet Banking Policy *School Purchasing Card Policy Financial Delegation Authority within the School School purchasing Card Register Moved: Jenny Deeble Seconded: Trevor Robinson</p> | <p>ACTION: Judi/new President to schedule date/time for a School Council meeting as an information session for all the School committee members to refresh & clarify roles, set goals for the year.</p> <p>Natasha to circulate previous minutes for comment/approval.</p> |
| 2. | <p>Item: Correspondence <i>Community Grant CBA \$10,000. Email any ideas to Trevor/Natasha</i></p> | <p>ACTION: Natasha to email link to Trevor & Jenny for Policy to consider.</p> |
| 3. | <p>Item: School After Care The School is looking at extra space for the OHSC program & the Licensing is being reviewed</p> | <p>ACTION: Mel to reassure the OHSC Committee that the school is dealing with the licensing issues re space to</p> |

| | | |
|---|---|--|
| | | meet regulations. |
| <p>4. Item: Finance & Governance</p> | <p>Tables reports were approved: 2013 end-of-yr Fincial Reports. Nov, Dec & Jan Operating Statement & Balance sheet & Financial Statements were approved. Moved: Lincoln Kerr Seconded: Natasha Kinsman</p> <p>SC was informed that the Term Deposit was rolled over for another 180 days. SC supports the purchase of an extra solar power if no further payments are required re the Electricity bill.</p> <p>Jenny reported on the upcoming IB Conference. Wales Street School is a community that has committed to investing in the International Baccalaureate (IBO) Primary Years Program. The Primary Year Programme (PYP) is designed for students between the ages of 3 and 12 years.</p> <p>It is an international trans disciplinary programme designed to foster the development of the whole child, not just in the classroom but also through other means of learning. The PYP focuses on the total growth of the developing child, touching hearts as well as minds, and encompassing social, physical, emotional and cultural needs in addition to academic welfare.</p> <p>In developing the program teachers are involved in an ongoing program of Professional Development on international best practise in Primary Education. We regularly participate in workshops during the day and after hours. For example we have a local, but internationally recognised and requested, university researcher Kath Murdoch to work with us in classrooms and in planning sessions.</p> <p>We also have internationally recognised workshop leaders come from IBO schools to work with our staff. All staff participated in a two-day Teaching & Learning workshop on January 28th & 29th run by practising IBO teachers. Kelsey Lewis came from the Western Academy in Beijing and Mary Vedra came from Abu Dhabi in the UAE.</p> <p>We are part of the Melbourne IBO network of schools who also meet once a term. We have a local IBO consultant who is working with our Teaching & Learning team, guiding our school through a process toward international authorisation as being an IBO School. Her next visit to our school is scheduled for May 5th & 6th.</p> | <p>ACTION:</p> <p>Jenny to post info on IB in school newsletter to update all parents.</p> |

| | | |
|------------|---|--|
| | <p>Every two years we send staff members to the Asia Pacific Regional Conference in Singapore where they are exposed to a range of educational workshops and presentations on a wide range of primary educational and learning issues. They also get to meet and network with other IBO teachers from around the world. Current emphasis is on sharing a range of ideas and approaches about preparing children for learning into the 21st century.</p> <p>Attending this year are: Steve Macarthur, Emily Cochrane, Alex Darlington</p> | |
| 5. | Item: Policy & Strategic Planning | ACTION: |
| 6. | <p>Item: Events & Fundraising 12th of March Community Picnic - welcome back picnic & welcome to new parents</p> <p>A new online booking system for people to use when volunteering for the Fete.</p> | ACTION: |
| 7. | <p>Item: Principal Jenny reported on the MOU re languages at Wales Street. Recommendations to roll over for another 2 years. LOTE staff to be informed. Challenges re PYP to be discussed.</p> | <p>ACTION: Jenny to table this Item at the next meeting.</p> |
| 8. | <p>Item: Facilities Donna ¾ teacher is starting up a permaculture garden club & it will be built into the 3/4 curriculum to make it self-sustaining. She is seeking volunteer parents to assist.</p> <p>Oval almost done. Goal posts in & grass coming!</p> | <p>ACTION: Trevor to inform parents re possible odour once the turf is down re newsletter.</p> <p>Trevor & Maria to brief one another re the oval/decking/band.</p> |
| 9. | <p>Item: School Council President: Natasha proposed a review of roles of all sub committees & an induction process to be implemented. SC agreed.</p> <p>Active Travel Plan working Group: SC approves in principal the idea of the installation of the crossing b/w Clyde & Wales street.</p> <p>Discussion centred around possible inclusion of pedestrian lights on Victoria Rd & a possible refuge is proposed.</p> | <p>ACTION: Jenny to update all Sub-committees re their roles, at information session post AGM.</p> |
| 11. | <p>Item: General Business:</p> <p>Lucy reported that the Communication Working Group has had its first meeting for the year. Lucy met with Judi & Jenny for initial discussion. Follow up meetings with Jenny & Lucy will establish role & direction of the group.</p> <p>Judi announced the DEECD will be removing ALL asbestos from the school grounds and that the existing building = Block C will be totally refurbished. A full audit will be completed after the refurbishments, which will occur in the</p> | <p>ACTION: Jenny & Lucy to meet to discuss the role/direction of the group. Jenny to approach Staff for volunteers. Lucy to report back to the working group</p> |

| | | | | |
|--|---|--|--|---|
| | coming school holidays. School Council were very pleased with the outcome. 5/6 Communication Link – WIKI C - avenue for teacher/parent communication | | | |
| 12. | Next Meeting: AGM 26th March, 2014 | | | |
| 13. | Meeting Closed: 8:20 pm | | | |
| At Wales Street Primary School, our values are Empathy, Integrity, Cooperation and Team Work, Creativity, Respect and Responsibility. | | | | |
| We model these values by: (This statement was developed by WSPS staff at the beginning of 2010 -curriculum day) | | | | |
| | <ul style="list-style-type: none"> • Building relationships • Doing what we say we are going to • Being active listeners | <ul style="list-style-type: none"> • Being open minded to change • Being considerate of others • Nurturing a positive environment | <ul style="list-style-type: none"> • Setting goals • Being flexible • Sharing ideas and information | <ul style="list-style-type: none"> • Being enthusiastic • Being organised • Reflecting on what we do |