At Fairfield Primary School we wish to acknowledge the Wurundjeri people as the traditional owners of the land. We pay respect to their Elders, past and present.

<table>
<thead>
<tr>
<th>Min No</th>
<th>Minutes</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Opening / Welcome</strong>&lt;br&gt;<em>Principal’s address/ Check quorum</em></td>
<td>Welcome and thank you Ali for attending this meeting as minute taker.</td>
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<td>2.</td>
<td><strong>Attendance/Apologies</strong></td>
<td>Motion: School Council accepts the apologies Dave</td>
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<td></td>
<td></td>
<td>Moved: Alister Bayston</td>
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<td></td>
<td></td>
<td>Second: Allana Bryant</td>
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<td></td>
<td></td>
<td>Moved</td>
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<td>3.</td>
<td><strong>Minutes of previous meeting</strong></td>
<td>Motion: School Council accepts the minutes from the December 2014 Meeting.</td>
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<td></td>
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<td>Moved: Ben McKenzie</td>
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<td></td>
<td>Seconded: Ruth Katerelos</td>
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<td>4.</td>
<td><strong>Essential Business</strong></td>
<td>Council Nominations/Election</td>
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<td></td>
<td></td>
<td>New Parent members are:</td>
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<tr>
<td></td>
<td></td>
<td>• Alexa Avery</td>
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<td></td>
<td></td>
<td>• Katyi Murphy</td>
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<td></td>
<td></td>
<td>• Mitali Ross</td>
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<td></td>
<td></td>
<td>• Kate Symons</td>
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<td>New DE&amp;T members</td>
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<td></td>
<td></td>
<td>• Kelly Barnett</td>
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<tr>
<td></td>
<td></td>
<td>• Geoff McShane</td>
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<td></td>
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<td>• Brendan Nick</td>
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</tbody>
</table>
Alister will be having a meeting with new parent members

Allana explained the upcoming meetings:
**Monday 2nd March** – Induction – Victoria Triggs (Ben will be apology)
**Monday 16th March** Handover meeting

**School Grounds Master Plan – Nick Mann**
Opportunities paper was distributed and Nick discussed where we are up to with the Grounds Master Plan
- Update on the status
- Site assessment
- Including staff and students consultation etc.
- Captured issues and opportunities plan
- Things identified:
  - Clarity required around entrance points.
  - Current yard, hard for new people to
  - Underutilised spaces
  - Presentation of the school ground to adjoining areas.
  - BER for ex doesn’t present the school in the best light
  - Challenging areas of the school campus.
    - i.e. between portables, around peppercorn tree
  - Senior area
  - Difficulty in navigating.
  - Under cover area noisy
  - Courtyard near Art room corridor, messy, windy
  - Not an inviting space
  - No space to sit in quiet area.
  - The hill and forest are appealing to the younger students
  - Playgrounds are really well used.
  - Input from students teachers and wider community
- 25 surveys undertaken
- Priorities established

Next step is to have a concept plan developed and costed.
- Implementation plan costed
- Consultants may come and present plan at the Community Conversation evening

**Jeavans**
- Could be a small fee variation
- Survey of the school grounds required
- This is not a part of the current budget
- Whole grounds $5000
- Or localised survey at a less cost.
- Nick arranging a quote for both.
- Two types of surveys

Recommended that we have quotes for the surveys for the next school council meeting to keep this moving forward.

Send a copy of the Opportunities document to new councillors and reminder of Community Conversations meeting

**Buildings and Grounds Action Plans Consultation (Doug Galbraith)**
Working bee on the 7th March in conjunction with the sorting bee 10am – 2pm

- Dates for next year (Alister Bayston)
Agreed to dates
SC last Monday of the month

Allana
5. Reports

**Principals Report – Allana Bryant**
As tabled  
**Moved** Allana Bryant  
**Second** Doug Galbraith

**Finance Report (Carl Obst)**
Financial situation is looking good  
**Motion 1**: That the School Council approve the accounts for December 2014 and January 2015 as tabled as a fair record of the school’s financial situation.  
**Moved** Carl Obst  
**Second** Sonya Mullholland

**Motion 2**: That the School Council endorse payments for the months of December 2014 and January 2015.  
**Moved** Carl Obst  
**Second** Ben Mc Kenzie

**Motion 3**: That the School Council approve input tax credit status for all relevant events in the School’s events calendar for 2015.  
**Moved** Carl Obst  
**Second** Ruth Katerelos

**Moved** Carl Obst that the Finance Report be accepted.  
**Second** Allana Bryant

**Policy Committee Report (Rebecca Northeast)**
No report  
**Hamish remaining as Consultant**  
**Moved** Rebecca Northeast  
**Seconded** Margot Sheridan

**Community Committee**
No written report - verbal update – Sonya Mulholland

In reference to the Community Committee update Rebecca recommended that the Community Committee need to be active in Term 1 as focus is on whole calendar for year, processes and accountability. Current focus is only on Fair committee and new sub-committee will have to become active as soon as possible.

**Communications position vacancy:**
Position has been advertised on Recruitment Online and SEEK.com.  
Discussion around vacancy advertised  
Call out for school councillor to assist on the panel  
Verbal report moved  
**Moved** Sonia  
**Seconded** Ruth

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6. Correspondence

**Outgoing Correspondence**  
Nil

**Incoming Correspondence**
- Fairfield Farmers Market
### 7. General Business

**Farmers market updated request**
- Agree to the $300 for every market
- Not reducing to $0 charge in 5 years
- 5th Sat yes
- $300 yes effectively immediately
- Not agreeing to eliminate fees – cover cost
- Annual review
- MFM to manage the signage
- Roles
- Assist with set up
- Signs
- Cleaning up afterwards
- Man the gate
- Allana to draft a letter to MFM

**Grade 5 camp**
School council approve and ratify the Grade 5 camp
Staff
Moved: Allana Bryant
Seconded Hamish McPherson

### 8. Close of Meeting

Meeting Close: 8.25pm

### 9. Next Meeting

Next Meeting: 16th March – Handover

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<table>
<thead>
<tr>
<th>Alister Bayston</th>
<th>Allana Bryant</th>
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<tbody>
<tr>
<td>School Council President</td>
<td>Executive Officer</td>
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<tr>
<td>Date  /  / 2015</td>
<td>Date  /  / 2015</td>
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</tbody>
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