



School Council Minutes

Date: Monday 27 July 2015

Time: 6.30pm

Venue: FPS Staffroom

Member Name	Representation	Committee	Present	Apology	Non Attendance
Allana Bryant	Executive Officer	Executive Officer	✓		
Elise Coughlin	Parent Member	Community	✓		
Ben McKenzie	Parent Member	Policy	✓		
Geoff McShane	DEECD Member	Buildings & Grounds	✓		
Kelly Barnett	DEECD Member	Community	✓		
Mitali Ross	Parent Member	Communications	✓		
Doug Galbraith	Parent Member	Treasurer / Buildings &	✓		
Alister Bayston	Parent Member	Finance	✓		
Brendan Nick	DEECD member	Policy	✓		
Alexa Every	Parent Member	Policy	✓		
Kayti Murphy	Parent Member	Community		✓	
Kate Symons	Parent Member	Buildings & Grounds	✓		
Vacant	Community Member				
Margot Sheridan	Visitor	Communications	✓		

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.

Min No	Minutes	Action
	1. Opening / Welcome <i>Principal's address/ Check quorum</i>	
	2. Attendance/Apologies Kayti Murphy apology accepted	
	3. Minutes of previous meeting Motion: That School Council adopt the minutes of the ordinary meeting of 22nd June 2015, being an accurate record of that meeting. Moved: Alistair Second: Alexa Motion carried	
	Essential Business 1. Adoption of (amended) School Strategic Plan <ul style="list-style-type: none"> Allana outlined amendments in final draft (school values finalised, minor strategy changes) Motion: That the School Council adopt the strategic plan as tabled. Moved: Allana Second: Geoff Motion carried 2. Community Member School Council <ul style="list-style-type: none"> Allana indicated Jane Wilkinson is a local resident who has experience in education leadership and development with an 	Alexa/Elise

academic position at Monash University and has approached the school to offer her expertise. There is a potential to co-opt Jane onto the School Council as a community member.

Action: Jane to be invited to present at the next Council meeting as a visitor.

Allana

Alexa/Alister

3. Darebin Traffic Management

- Alexa has drafted a letter to Darebin Council regarding traffic management and road safety. Discussion about priority issues (safety, parking, public transport commuters parking, bus parking).
- Alister indicated contact from St Anthony's and likely shared concern in this area. Alistair will share final correspondence with St Anthony's. There is scope for further collaboration and kindergartens.

Motion:

That the draft letter to Darebin Council be sent with the following amendments: prioritise pedestrian safety and removal of bus parking issue.

Moved: Alexa

Second: Kelly

Motion Carried

4. Letter tabled Brighton Secondary College

- Acknowledged and no further action taken by School Council.

5. Grade 4 Sleep Over Camp

- Sleep over rationale outlined and further documentation provided and reviewed

Motion:

School council accepts the planning documentation and approves the Grade 4 sleep over.

Moved: Allana

Second: Kelly

Motion carried at end of meeting once documentation was reviewed.

6. Future Fit Working Group

Alister, Alexa and Allana gave update

- Fiona Richardson has corresponded with the minister of education.
- Fiona Richardson delayed further meeting until response from the Minister.

Action: Alister to correspond and press for meeting regardless of response from education minister.

Alister/Alexa/
Allana

7. Grounds Action Plan Proposal

- Kate outlined process to identify priorities to match current available budget and most gain in the short term for the community.
- Discussion about best use of fundraising money for children and community rather than gates/fences/basic infrastructure. Discussion about logistics of portable movement and landscaping works impacting on any new improvements to basketball area and ensuring stages are appropriately timed in relation to each other.

		<ul style="list-style-type: none"> To progress further, Jeavons is required to create more detailed plans. Project manager likely required. <p>Motion: That Simon Normand's proposal for the Kaan's Castle be approved in principle for the total amount of \$30,000, with the recommendation that it be further worked up and integrated with the broader design for the Stage 2 Concept Plan by Jeavons.</p> <p>Moved: Kate Second: Doug Motion Carried</p> <ul style="list-style-type: none"> Discussion about how to present to the school community current plans, progress and evolution of process <p>Action: Elise and Kate to explore ways of presenting the action plan and the evolution of the plan to date.</p> <p>8. Classroom Cuisine</p> <ul style="list-style-type: none"> Request for expanding number of days by lunch order provider was discussed. Healthy eating policy currently being reviewed in a working group. Current provider does not fit with current healthy eating policy and there is an opportunity to review provider once the new policy is developed. Action: Office to correspond with classroom cuisine that current healthy eating policy is being reviewed and changes to days will be reviewed after that process. Action: Healthy eating working group to consider including in policy that the policy itself is routinely provided to lunch order companies. <p>9. Photocopier contract</p> <ul style="list-style-type: none"> Contract was discussed <p>Motion: That the School Council endorse the new photocopier lease as discussed.</p> <p>Moved: Alistair Second: Allana Motion Carried</p> <p>Support for Community Events</p> <ul style="list-style-type: none"> Allana highlighted the importance of community events and encouraged advocacy for these opportunities. 	<p>Elise/Kate</p> <p>Office</p> <p>Brendan/Ben</p> <p>All</p>
	<p>4. Reports</p> <p>Time limit 5 minutes please</p>	<p>Principal's Report</p> <ul style="list-style-type: none"> As tabled Portables. Allana outlined the school's current under-entitlement of rooms for current enrolments and projections. To ensure enough classrooms and a library will require retaining a single portable and gaining a double story portable. This will impact the grounds action plan but is necessary. There is no scope for receiving 2 double story portables as there are few in the state. <p>Motion . To accept the Principal's report.</p> <p>Moved: Alistair Second: Brendan</p>	

Motion Carried

Motion: To extend meeting until 20:45

Moved: Alister

Seconded: Ben

Motion carried

Motion: That School Council in principle agrees to receiving a double story portable and retain the current portable in question.

Moved: Allana

Seconded: Doug

Motion carried

Building and Ground Report

- As tabled and previous discussion in essential business noted.

Motion: That the B+G report be accepted

Moved: Kate

Seconded: Kelly

Motion carried

Finance Report

- As tabled

Motion: Finance Committee moves that the financial reports and associated tables for the month of June 2015, as presented in this report, are accepted as a true and accurate record of FPS's financial position.

Moved: Doug Galbraith

Second: Alexa

Motion Carried

Policy Committee Report

- As tabled

Motion: To adopt Policy Committee report presented to the School Council.

Moved: Brendan

Second: Kelly

Motion carried

Community Committee Report

- As tabled
- Discussion about community committee having input into how fundraising money is spent and models at different schools. Discussion of current mechanisms of spending governance and mechanisms for community input into spending decisions. Members voiced their understanding of desire for hardwork to be recognised and rewarded.

Motion: To approve the proposal for Art4All.

Moved: Elise

Seconded: Geoff

Motion Carried

Motion: To approve the proposal for the Rock Trivia Quiz.

Moved: Elise

Seconded: Geoff

Motion Carried

		<p>Motion: That the report of community committee to be accepted with amendments to acknowledge Kelly and Mitali as apologies.</p> <p>Moved: Elise Second: Kate Motion Carried</p> <p>Communications Report</p> <ul style="list-style-type: none"> • Verbal report 	
	5. Correspondence	<p><u>Outgoing Correspondence</u> Darebin Council Classroom cuisine</p> <p><u>Incoming Correspondence</u> DE&T Bulletins</p>	
	6. General Business	<ul style="list-style-type: none"> • Reminder for reports to be submitted 1 week before • Discussion about standard procedures for subcommittee meetings • Discussion about a uniform template for subcommittee minutes. <p>Action: Mitali to identify a good report format.</p>	Mitali
	8. Close of Meeting	Meeting Close: 8:50 pm	
	9. Next Meeting	Next Meeting: 24th August at 6:30pm	

Alister Bayston

School Council President

Date / / 2015

Allana Bryant

Executive Officer

Date / / 2015