



School Council Minutes

Date: Monday 22 June 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	Acting Exec Officer	Communications	✓		
Ali Sutton	Minute Taker	Secretary	✓		

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 Ben McKenzie, Mitali Ross, Allana Bryant	
	3. Minutes of previous meeting Motion 1. That School Council adopt the minutes of the ordinary meeting of 25 May 2015, being an accurate record of that meeting. Moved: Alister Second: Kelly Motion carried	
	Essential Business Darebin Traffic Management Survey Motion 2. That School Council nominate Alexa to be the spokesperson on behalf of the School Council, to complete the Darebin Traffic Management Survey and to collaborate with Elise on a more fulsome letter to Darebin Council requesting a meeting to discuss issues. Moved: Kayti Murphy Second: Kate Symons Motion carried Adoption of (amended) School Strategic Plan Hold over to next meeting - Allana Community Member Nominee Hold over to next meeting – Allana	Alexa/Elise

		<p>Future Fit Working Group</p> <ul style="list-style-type: none"> • Alexa gave a brief update on AMCOR developments • Looking at a broader issue than just the AMCOR development • Discussion around the two parcels of land for a possible site extension (uncommon scenario) • Department of Education representative came to meet with group. • Allana emphasised the state of the school buildings with the view of trying to secure further funding from the DET for repair and maintenance. • Will be meeting with Fiona Richardson in the near future. 	
	<p>4. Reports</p> <p>Time limit 5 minutes please</p>	<p>Principal's Report As tabled Motion 3. To accept the Principal's report. Moved: Alister Second: Alexa Motion Carried</p> <p>Finance Report Motion 4. Finance Committee moves that School Council approve input tax credit status for the Fair and Art 4 All events for 2015. Moved: Doug Galbraith Second: Brendan Motion Carried</p> <p>Motion 5. Finance Committee moves that the financial reports and associated tables for the months of April 2015 and May 2015, as presented in this report, are accepted as a true and accurate record of Fairfield Primary School's financial position Moved: Doug Galbraith Second: Kelly Motion Carried</p> <p>Motion 6. Finance Committee moves that the school change our official bank account from Commonwealth to Bendigo Bank and that the school correspond with Commonwealth Bank to voice our dissatisfaction with their service, and corresponds with Bendigo Bank advising of our intention to transfer our bank account to them. Signatories to be in line with all school bank accounts: Allana Bryant, Margot Sheridan and Alister Bayston Moved: Doug Galbraith Second: Geoff Motion carried</p> <p>Motion 7. To accept the Financial Report presented to the School Council. Moved: Doug Second: Alister Motion carried</p> <p>Buildings & Grounds Report Motion 8. That the proposal for the construction of the wooden table and bench seat in the area adjacent to the Langridge Street front gate be approved and the quotation dated 25 May 2015 for the total amount of \$4,220 be accepted. Moved: Geoff McShane Second: Kayti Murphy Motion carried</p> <p>Motion 9. To adopt buildings and grounds report presented to the School Council. Moved: Kate Second: Alexa Motion carried</p>	

Grounds Action Plan Report

Nick gave a final update from the steering committee

- There was a staging plan – 6 stages and how we will roll those out
- Each stage related to a different precinct
- 3 areas prioritised as below:

Stage 1 –asphalted area outside staff centre - Approximate cost \$104K

- Move basketball court further east, paint it with a surface paint that creates a smoother finish. and redo the lines (both basketball/netball)
- Would do lines for all relevant games i.e. Rounders
- New basketball goal posts etc.
- More vegetation/trees and seating area
- Trees to break up the large expanse of asphalt.
- New Entrance that lines up with the current path to the office, similar design gate as the Langridge St gate
- Low retaining wall to separate the nature zone from the basketball court
- With regard to the market and access for trucks, vans etc., this will still be workable
- new fencing either 1.4 or 1.8mt fence

Stage 2 - Nature play space – Approximate cost \$280K

- Very few places for quiet group settings
- Retain all the trees and develop a single character for nature based play and playground equipment
- Repeat mounding – synthetic grass hills
- Dry creek bed
- Numerous nooks and crannies for children to sit around in.
- Clearer edge between nature zone and synthetic oval
- Make more of the amphitheatre –
- If moving existing play equipment it would need to be replaced as it doesn't meet current standards
- new fencing either 1.4 or 1.8mt fence

Stage 3 – Fairfield Road side of grounds – Approximate cost \$28K

- Entry on Fairfield Road not inviting at all
- Fantastic Pepper corn tree grove – need to improve
- Set back and widen the entry point
- Same design entry as Langridge St entry
- Establish a nature play space, rocks, logs, sand, gravel
- Space between Art room and Grade 6 area is back of house space
- Landscaping between bike shed and
- Push fence line back from Langridge Street corner
- Make that corner more inviting
- new fencing either 1.4 or 1.8mt fence

Further discussion

- Designs have each come with a more detailed cost estimate breaking down each element.
- Jeavans are now consolidating all of this information into a report.
- Community will be able to identify what the fundraising is going towards and how much each element is going to cost.
- Given that there is a limited amount of money we need to ascertain how much money we can spend, B&G to then decide which stage we
- Decide which improvements to be carried out to equal budget
- It was mentioned that there will be a proposal submitted from Simon Normand to come from B&G committee regarding work on the mound in the nature play strip.
- Discussion around how we communicate the summary to the community

	<ul style="list-style-type: none"> • The Steering Committee have finished their process • Kate mentioned with The Steering Committee now finished their role; the next progression will be followed up by the Buildings and Grounds Committee. With the increase in workload it was recommended that School Council will now need to try to attract more people to the Buildings and Grounds Committee to manage this process moving forward. • Many of the tasks can be carried out by parent community to save costs <p>Recommendation that the Buildings and Grounds and Community Committees to set up a meeting with Carley to develop a communications package to promote these outcomes to the community including promoting this information on the website –own page, thermometer for fundraising</p> <p>Motion 10. School Council would like to thank Nick as Chair and the Steering Committee consisting of Marcus Prince, Marjorie Tkatchenko, Allana Bryant, Julie Anderson, Wendy Diamond, David Nelson, Ashley, Sean McArdle, Simon Normand, Doug Galbraith and Kate Symons for all of their work and the many hours volunteered for this project. Moved: Kate Symons Second: Alexa Motion carried</p> <p>Recommendations from steering committee Motion 11. That School Council accepts the 3 project detailed concept plans including probable costs as submitted to this meeting. Moved: Doug Second: Brendan Motion carried</p> <p>Council noted that the proposed budget for initial works to be carried out is \$100k</p> <p>Buildings and Grounds will now meet and discuss then come back to Council with a proposed scope of work based on that indicative budget. That might be a mix of stage 1 of the Grounds Action Plan and other projects.</p> <p>Grade 4 sleepover Motion 12. Subject to receipt and approval by Council of the full camp related documentation the School Council endorses the preparation for and notification of the event as proposed in the rationale for Grade 4 sleepover camp. Moved: Alister Second: Alexa</p> <p>Policy Committee Report As tabled Motion 13. That the Electronic Funds Management Policy be ratified by School council. Moved: Brendan Second: Kelly Motion carried</p> <p>Motion 14. To adopt Policy Committee report presented to the School Council. Moved: Brendan Second: Kelly Motion carried</p>	<p>Mun Wei to provide camp documentation for July SC Meeting</p>
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		<p>Community Committee Report As tabled Motion 15. Call for an extension of time. Moved Alister Second Kate Symons Motion carried</p> <p>Item 4 Community Committee Report regarding access to grounds review Margot to follow up with Allana next term</p> <p>Fair date set for 2016 – Sat 5th March At this stage there is no convenor.</p> <p>Motion16.That the report of community committee to be accepted. Moved: Kayti Second: Kate</p> <p>Communications Report No report</p>	
	5. Correspondence	<p><u>Outgoing Correspondence</u> Letter to MPs date 5 June 2015</p> <p><u>Incoming Correspondence</u> DE&T Bulletins Brighton College - Held over St Anthony's Classroom cuisine -Held over</p>	
	6. General Business		
	8. Close of Meeting	Meeting Close: 8:45 pm	
	9. Next Meeting	Next Meeting: 27 July at 6:30pm	

Alister Bayston

School Council President
Date / / 2015

Allana Bryant

Executive Officer
Date / / 2015