School Council Minutes

Date: Monday 18 April 2016
Time: 6.30pm
Venue: FPS Staffroom

<table>
<thead>
<tr>
<th>Member Name</th>
<th>Representation</th>
<th>Committee/Officer Bearer</th>
<th>Present</th>
<th>Apology</th>
<th>Non Attendance</th>
</tr>
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<tbody>
<tr>
<td>Alistair Bayston (ATB)</td>
<td>Parent Member</td>
<td>President</td>
<td>✓</td>
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<tr>
<td>Doug Gelbraith (DG)</td>
<td>Parent Member</td>
<td>Buildings &amp; Grounds</td>
<td></td>
<td>✓</td>
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<tr>
<td>Kate Symons (KS)</td>
<td>Parent Member</td>
<td>Secretary/Vice-President</td>
<td>✓</td>
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<tr>
<td>Alexa Every (AE)</td>
<td>Parent Member</td>
<td>Buildings &amp; Grounds</td>
<td>✓</td>
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<td>Jodie Palmer (JP)</td>
<td>Parent Member</td>
<td>Community</td>
<td>✓</td>
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<td>Richard Lewis (RL)</td>
<td>Parent Member</td>
<td>Community</td>
<td>✓</td>
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<td>Nicholas Schijf (NS)</td>
<td>Parent Member</td>
<td>Treasurer</td>
<td>✓</td>
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<td>Paul Cola (PC)</td>
<td>Parent Member</td>
<td>Policy</td>
<td>✓</td>
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<tr>
<td>Kelly Barnett (KB)</td>
<td>DE&amp;T Member</td>
<td>Community</td>
<td>✓</td>
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<td>Geoff McShane (GM)</td>
<td>DE&amp;T Member</td>
<td>Buildings &amp; Grounds</td>
<td>✓</td>
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<tr>
<td>Paul Wallace (PW)</td>
<td>DE&amp;T Member</td>
<td>Policy</td>
<td>✓</td>
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<tr>
<td>Allana Bryant (AJB)</td>
<td>DE&amp;T Member</td>
<td>Executive Officer</td>
<td>✓</td>
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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.

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<tr>
<th>Min No</th>
<th>Minutes</th>
<th>Action</th>
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<td>1</td>
<td>Opening / Welcome. President’s address/ Check quorum.</td>
<td>AB confirmed that a quorum was present at 6.30pm. AB opened the meeting as President and welcomed all members. ATB introduced RL to the School Council, being his first meeting.</td>
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<td>2</td>
<td>Attendance/Apologies</td>
<td>ATB confirmed that DG is an apology.</td>
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<td>3</td>
<td>Minutes of previous meeting</td>
<td>ATB requested corrections to the previous minutes dated 21 March 2016: (1) AE’s nomination to the Buildings &amp; Grounds Committee rather than the Policy Committee (2) insertion of the Extraordinary meeting date of 15 March. Note: After the meeting ATB submitted a further correction to the minutes of 21 March 2016 that he was not appointed to the Finance Committee. Motion: That School Council adopt the minutes of the previous meeting held on 21 March 2016. Moved: ATB. Second: KS. Motion carried. KS to make amendments (1) and (2) to previous minutes. KS to arrange for signed copies of the minutes to be placed on the website. ATB referred to the outstanding action items from the previous meeting: • Previous minutes still need to be signed and placed on website • ATB confirmed that letters of appreciation have been sent • AE confirmed that amendments have been made to the committee terms of reference • ATB confirmed that establishment of a library fund is being attended to • ATB reported that the compass kiosk was placed on site however it did not provide a full suite of service provision. Other options will be considered in due course.</td>
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Essential Business

Wingrove Street land acquisition

ATB gave an overview and update of the Wingrove Street land acquisition proposal, which is aspirational but not implausible. There was robust discussion of the school's strategy to continue to pursue this opportunity. ATB confirmed that the original Working Party comprising ATB, AE and AJB with the additional support of DG and RL will meet shortly to work on a strategy, which may well be multi-pronged, and will report back to School Council in due course.

AJB reminded School Council that we had agreed to take over some of the RSL artefacts, honour roll and perhaps cenotaph. This action is still to be confirmed.

Motion: That a Working Party be formed with the objective of developing and executing a strategy regarding the acquisition of land on Wingrove Street and the proposal of the netball court.

Moved: ATB
Second: PC
Motion Carried

FPS 2016 Confirmed Budget

The 2016 confirmed budget was discussed by School Council.

Motion: That School Council approve the 2016 confirmed budget.

Moved: AJB
Second: NS
Motion Carried

FPS 2015 Annual Report

AJB spoke to the 2016 Annual Report and confirmed that it is produced based on a number of mandated surveys (such as student and parent and staff surveys and NAPLAN data).

School Council should now present the Annual Report to the school community. AJB confirmed that in previous years community interest in attending an AGM has waned. AJB confirmed that work is currently being undertaken on a powerful learning project. School Council was interested in having an engaging presenter to present to parents at the same time as the Annual Report is presented to the community. It will likely occur later than the ideal April/May timeframe.

Conversation ensued around the data of the Annual Report and there was general discussion regarding the outcomes and parent and student satisfaction.

AE stated that it would be useful for parents to understand more about what the project involves. AJB gave an overview of the parent survey process. Overall, outcomes are very good.

Motion: That the FPS 2015 Annual Report be accepted as tabled
Moved: AJB
Second: RL

The Working Party comprising ATB, AJB, RL, AE, DG to make a date to meet shortly to further discuss the Wingrove Street land acquisition and the school's strategy.
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| 6 | **Correspondence** | **Incoming Correspondence:**  
ATB noted the following correspondence:  
- Bracks Review  
- Letter from Chris Keating from DET dated 6 April 2016  
- April monthly DET Bulletin  
**Outgoing Correspondence**  
- Nil |
| 7 | **General Business** | **FPS Goals and Objectives for 2016**  
ATB spoke to the goals and objectives for 2014/5 which have been on the agenda previously. ATB stated that we have probably already addressed a number of the objectives and the strategy during 2014/15. ATB raised the option of a co-opted community member, which should be re-considered and encouraged suggestions from councillors at any time. JP queried whether we could use different media to advertise for the position of community member.  
ATB stated that the goals and objectives for 2016 might include making connections with councillors at nearby local schools to share thoughts, the land acquisition, the further development of the Grounds Action Plan and holding a successful AGM with greater participation. AJB will prepare a draft list for consideration.  
**Role description for Secretary**  
There was brief discussion of the draft role description for the position of Secretary, prepared by KS.  
**Motion:** That School Council adopt the Role Description for Secretary dated 21 April 2016.  
**Moved:** ATB  
**Seconded:** PC  
School Councillors confirmed that delivery by email of the School Council pack using Dropbox works well.  
**Future of Farmer's Market**  
Discussion of the Farmer's Market was held over to the next meeting.  
**New school website**  
School Council members briefly noted the new school website.  
**Traffic survey**  
AE raised an additional item regarding the announcement by Darebin Council of $1.5 million of funding for 17 traffic management projects across Darebin. AE noted that none of the 17 projects appear to relate to the immediate surrounds of FPS which is disappointing given the level of effort the school made in 2016 to communicate its concerns to Darebin relating to pedestrian safety for the school. It was agreed that a letter be written from the school to Darebin, expressing that it still has concerns relating to the traffic management in the local area and in particular, pedestrian safety. | **Councillors to give further consideration to a community member**  
**AB to circulate a draft list of suggested goals and objectives**  
**Future of the Farmers Market to be placed on agenda for May meeting**  
**AE and KS to prepare draft letter to Darebin Council regarding traffic management** |
| 8 | **Close of Meeting** | **Meeting Close:** 8.30 pm |
| 9 | **Next Meeting** | **Next Meeting:** 16 May 2016 at 6.30pm |

*Allister Bayston  
School Council President  
Date 16 / 2016*  
*Allana Bryant  
Executive Officer  
Date 1 / 2016*