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Fairfield Primary School

School Council Minutes

Date: Monday 19 February 2018

Time: 6.30pm

Venue: Staff Room

| Member Name | Representation | Committee/Officer Bearer | Present | Apology | Non Attendance |
|-----------------------|----------------|--------------------------|---------|---------|----------------|
| Alister Bayston (ATB) | Parent Member | President | ✓ | | |
| Doug Galbraith (DG) | Parent Member | Buildings & Grounds | | ✓ | |
| Kate Symons (KS) | Parent Member | Secretary | ✓ | | |
| Alexa Every (AE) | Parent Member | Policy | ✓ | | |
| Jodie Palmer (JP) | Parent Member | Community | ✓ | | |
| Richard Lewis (RL) | Parent Member | Vice-President/Community | ✓ | | |
| Nicholas Schijf (NS) | Parent Member | Treasurer | ✓ | | |
| Detlev Lueth (DL) | Parent Member | Buildings & Grounds | ✓ | | |
| Jourdan Murray (JM) | DE&T Member | Buildings & Grounds | ✓ | | |
| Katrina Lamers (KL) | DE&T Member | Community | ✓ | | |
| Paul Wallace (PW) | DE&T Member | Policy/Executive Officer | ✓ | | |
| Allana Bryant (AJB) | DE&T Member | Executive Officer | | ✓ | |

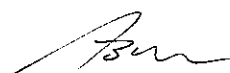
At Fairfield Primary School, we acknowledge that the meeting is being held on the traditional lands of the Wurundjeri people of the Kulin Nation and acknowledge them as Traditional Owners. We also pay our respects to their Elders, past and present, and the Elders from other communities who may be here today.

| Min No | Minutes | Action |
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| 1 | Opening / Welcome ATB opened the meeting as President and confirmed that a quorum was present at 6.40pm. | |
| 2 | Attendance/Apologies ATB confirmed there were apologies from DG and AJB. | |
| 3 | <p>Minutes of previous meeting</p> <p>ATB invited corrections to the previous minutes dated 11 December 2017 and confirmed there were none.</p> <p>Motion: That School Council adopt the minutes of the previous meeting held on 11 December 2017 Moved: ATB Second: DL Motion carried</p> <p>School Council discussed the matters arising from the previous minutes of 11 December 2017.</p> <p>PW advised that an update on the planned expenditure of the capital works grant would be provided at the next meeting.</p> <p>School Council noted the approval on 5 February 2018 of the out of session motion: <i>That School Council approve the rescheduling of the date for the Fair to Sunday 25 March 2018 from 12 to 5pm.</i></p> | <p>KS to arrange for copies of the minutes of 11 December 2017 to be signed and placed on the FPS website.</p> <p>PW will include an update on the status of the playground project (including the student consultation on the design) in the next newsletter.</p> |

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| 4 | Essential Business | <p><u>Hire of School Facilities</u></p> <p>PW provided an update on the negotiation and the terms of licence agreements agreed with a number of entities who use the school facilities on a regular basis.</p> <p><i>OSH Club</i> PW reported that a meeting was attended by ATB and PW with representatives of OSH Club to explore options or opportunities to accommodate the requirements of Shooters' program in the basketball facility for 2018. PW reported that a compromise had been reached to accommodate the needs of both parties.</p> <p>Motion: That School Council approve the 'School Council Licence Agreement – Outside School Hours Care Service' between FPS and OSH Club for 2018 to 2010. Moved: PW Second: AE Motion Carried</p> <p><i>Shooters</i> PW outlined the agreement reached with Shooters for hire of the gym for Term 1. The arrangement will be reviewed for Term 2.</p> <p>Motion: That School Council approve the 'School Licence Agreement – Shooters Basketball Club' between FPS and Shooters Basketball Club. Moved: PW Second: JP Motion Carried</p> <p><i>Tennis in Stages</i> PW reported on the agreement reached with Tennis in Stages.</p> <p>Motion: That School Council approve the 'School Licence Agreement – Tennis in Stages' between FPS and Tennis in Stages. Moved: PW Second: NS Motion Carried</p> <p>PW advised that the terms of a licence agreement will shortly be finalised with Do Well Music.</p> <p><u>FPS as a Polling Place (Licence Agreement)</u></p> <p>PW reported that the FPS gym will be used for the by-election for the seat of Batman to be held on 17 March 2018. PW outlined the terms of the agreement, for which a hire fee is payable.</p> <p>Motion: That School Council approve ATB to sign the Licence Agreement for FPS to be used as a Polling Place for the by-election held on 17 March 2018. Moved: PW Second: RL Motion Carried</p> <p><u>Use of school oval by Parkside for girls' football</u></p> <p>PW referred to the request by a member of the Parkside Junior Football Club to use the FPS oval for a girls' football clinic on Wednesday 7 March 2018 from 3.45 to 4.45pm and outlined the terms on which it would be used.</p> <p>Motion: That School Council approve the use of the FPS Oval by Parkside for a girls' football clinic on 7 March 2018. Moved: PW Second: AE Motion Carried</p> <p><u>Year 6 Camp (Canberra)</u></p> <p>PW reported on the details of the Year 6 Camp in Canberra scheduled for the week beginning 5 to 9 March 2018, to be attended by 61 students, 4 FPS teachers and 3 parents (all with Working with Children Checks).</p> | |
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| 5 | Reports | <p><u>Principal's Report</u></p> <p>PW spoke to the Principal's Report.</p> <p>SC noted the sad passing of Marc Storti, and acknowledged his contribution to the school community, including his significant volunteering.</p> <p>PW advised that an arborist has been engaged by FPS to assess and take any remedial action regarding the trees on FPS' grounds.</p> <p>KL reported on the status of the works in the gym as a result of the mould detected from the recent flooding, including removal of the linoleum flooring.</p> <p>Motion: That School Council accept the Principal's Report. Moved: PW Second: ATB Motion Carried</p> <p><u>Finance Committee Report</u></p> <p>NS spoke to, and School Council discussed, the financial reports.</p> <p>Motion: That the financial reports and associated tables for the month of December 2017 as presented in the Financial Report be accepted as a true and accurate record of FPS' financial position. Moved: NS Second: ATB Motion Carried</p> <p><u>Buildings and Grounds Committee Report</u></p> <p>School Council noted that there was no report for Buildings & Grounds.</p> <p><u>Policy Committee Report</u></p> <p>PW spoke to the Policy Committee report (December 2017) and the Hire Facilities Policy. School Council discussed and suggested amendments to the policy.</p> <p>Motion: That School Council approve the Policy Committee Report for December 2017 and the Hire Facilities Policy (subject to amendments being made as discussed at the meeting). Moved: DL Second: RL Motion Carried</p> <p><u>Community Committee Report</u></p> <p>JP reported on the status of the planning and arrangements for the 2018 Fair, including road closures and bookings.</p> | |
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| 6 | General Business | <p>Reference Groups</p> <p>KS reported that the Fairfield Village Community Reference Group No 5 meeting scheduled for 21 February has been postponed until further notice.</p> <p>PW reported that he attended the LXRA Community Reference Group meeting held 31 January 2018. A 44 day construction blitz is scheduled in March and April 2-18 and a drop in session will be held at FPS on 1 March 2018.</p> <p>Membership of School Council – 2018</p> <p>KL reported on the nomination process for membership of School Council for 2018. Given there were more nominations than positions vacant, an election will be held, with the ballot being sent out shortly.</p> <p>School Fair- requirement for WWCC</p> <p>DL advised that parents have raised queries with him regarding FPS' requirement for all volunteers at the FPS school fair to have a Working with Children Check (WWCC).</p> <p>School Council discussed the application of the DET mandatory requirements for WWCCs. PW suggested that FPS require all stall coordinators to hold a WWCC and to expect that all volunteers also hold a WWCC, the latter of which can be waived at the discretion of the Principal. School Council agreed that a measured and staged roll out of the WWCC requirement for volunteers at the school fair is reasonable, ensuring minimal impact on volunteerism, whilst maintaining an awareness of the reason why the WWCC is in existence.</p> <p>PW will include a communication in the next newsletter that provides clarification of the requirement of a WWCC, how it relates to the Child Safety Standards, and its application to volunteers at the upcoming school fair.</p> | PW to include a communication in the next newsletter regarding WWCCs for volunteers at the school fair |
| 7 | Correspondence | ATB referred to the correspondence circulated, including the communications with the Hon. James Merlino MP. | |
| 8 | Close of Meeting | Meeting Close: 8.35 pm | |
| 9 | Next Meeting | Next Meeting: Tuesday 27 March 2018 at 6.30pm | |



Alister Bayston
School Council President
Date 15/04/2018



Paul Wallace
Executive Officer
Date 17/4/2018