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Fairfield Primary School

School Council Minutes

Date: Monday 29 October 2018

Time: 6.30pm

Venue: Staff Room

Member Name	Representation	Committee/Officer Bearer	Present	Apology	Non Attendance
Alexa Every (AE)	Parent Member	President	✓		
Paul Wallace (PW)	DE&T Member	Policy/Executive Officer	✓		
Paul Hunt (PH)	Parent Member	Vice-President/Buildings & Grounds	✓		
Kate Symons (KS)	Parent Member	Secretary	✓		
Nicholas Schijf (NS)	Parent Member	Treasurer	✓		
Jourdan Murray (JM)	DE&T Member	Buildings & Grounds		✓	
Katrina Lamers (KL)	DE&T Member	Community	✓		
Anita Galli (AG)	Parent Member	Community	✓		
Chris Price (CP)	Parent Member	Buildings & Grounds	✓		
Bronwyn Wolfgang (BW)	Parent Member	Policy	✓		
Quimby Mills (QM)	Parent	Community	✓		
Anna Lithgow (AL)	DE&T Member	Community	✓		

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.

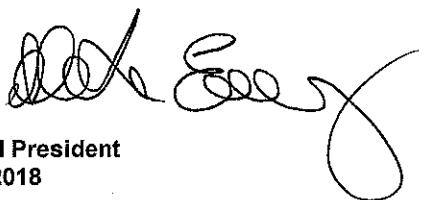
Min No	Minutes	Action
1	Opening / Welcome AE opened the meeting as President and confirmed that a quorum was present at 6.33pm.	
2	Attendance/Apologies AE confirmed there was an apology from JM.	
3	<p>Minutes of previous meeting</p> <p>AE invited corrections to the previous minutes dated 17 September 2018 and confirmed there were none.</p> <p>Motion: That School Council adopt the minutes of the previous meeting held on 17 September 2018 Moved: AE Second: BW Motion carried</p> <p>School Council discussed the matters arising from the previous minutes of 17 September 2018. [AG arrived at 6.40pm]</p>	<p>KS to arrange for copies of the minutes of 17 September 2018 to be signed and placed on the FPS website.</p> <p>AG to send draft letter regarding proposal for pedestrian crossing to AE for review</p> <p>AG to provide draft amendments to Event Proposal Form to Policy Committee</p>

			members for review at next Policy meeting
4	Essential Business	<p><u>Improvements to FPS library</u></p> <p>BW suggested some improvements to the FPS library, including a working bee to organise the library and the purchase of further books. School Council discussed the suggestion.</p> <p>AE suggested a small group of interested parents hold a couple of sessions to brainstorm some ideas on how to improve the library.</p> <p>BW will prepare a communication regarding the establishment of a working group to explore the opportunities for improvement of the FPS library.</p> <p><u>Students' eating time at FPS</u></p> <p>BW queried whether students are given adequate time to eat during the school day. School Council discussed the issue.</p> <p>PW agreed to discuss the matter with staff to further develop good eating skills in the 10 minutes allocated for eating lunch.</p> <p><u>Grade 6 Camp</u></p> <p>PW spoke to the proposed arrangements for the Grade 6 camp to Canberra in March 2019.</p> <p>Motion: That School Council approve the Grade 6 camp scheduled for 4 to 8 March 2019. Moved: PW Second: AE Motion Carried.</p> <p><u>Update on Buildings</u></p> <p>PW provided an update on the buildings project and the arrangements for the remainder of the term.</p> <p><u>School End-of Year Picnic</u></p> <p>PW sought approval for an end of year picnic to be held on the penultimate Friday of Term 4, with a BBQ to thank the school community. Community Committee will arrange for volunteers for the BBQ.</p> <p>Motion: That School Council approve the end of year FPS picnic to be held on Friday 14 December 2018. Moved: PW Second: QM Motion Carried.</p>	<p>BW to prepare a communication regarding the establishment of a working group for the FPS library.</p> <p>PW to discuss students' eating time with staff</p> <p>QM and AG to progress planning for FPS Picnic through Community Committee</p>
5	Reports	<p><u>Principal's Report</u></p> <p>PW spoke to the Principal's Report and highlighted the success of the Grade 3/ 4 concert held on 25 October 2018.</p> <p>PW acknowledged the efforts of Doug Galbraith and Daniel Emery in arranging the Music Trivia Night on Saturday 27 October 2018.</p> <p>School Council noted the Principal's Report.</p> <p><u>Finance Committee Report</u></p> <p>NS spoke to the Finance Committee Report and the Indicative Budget for 2019.</p> <p>School council discussed the low collection rate for voluntary contributions to fund the School Nurse, and available strategies to the approach for funding in future years.</p> <p>Motion: That School Council agree in principle to fund the full cost of the</p>	<p>KL to make enquiries to confirm approach to funding School Nurse is within</p>

		<p>School Nurse for 2019 from fundraising monies as a once off, subject to obtaining confirmation that the proposal is within departmental guidelines, (with further review of the approach for 2020 by School Council). Moved: AE Second: KS Motion carried.</p> <p>Motion: That the Finance Committee Reports for both June and September 2018 be adopted. Moved: NS Second: AG Motion carried.</p> <p>Motion: That the financial reports and associated tables for the months of June and September 2018 as presented in the Financial Report be accepted as a true and accurate record of FPS' financial position. Moved: NS Second: PH Motion Carried</p> <p>Motion: That School Council adopt the indicative budget for 2019. Moved: NS Second: BW Motion Carried</p> <p><u>Buildings and Grounds Committee Report</u></p> <p>PH spoke to the Buildings & Ground Committee Report, in particular the process and timing for the development of the eastern playground.</p> <p>School Council noted the Buildings & Grounds Committee Report and the working bee scheduled for 18 November 2019.</p> <p><u>Policy Committee Report</u></p> <p>PW spoke to the Camp Policy and the Parent Payment Policy.</p> <p>Motion: That School Council approve the Camp Policy and the Parent Payment Policy. Moved: PW Second: KS Motion Carried</p> <p><u>Community Committee Report</u></p> <p>AG and QM spoke to the Community Committee Report, in particular the Music Trivia Night, the progress of planning for the 2019 Fair and the circulated survey on FPS Events for response by parents, students and staff by 12 November.</p> <p>School Council noted the Community Committee Report.</p>	<p>guidelines.</p> <p>AE to prepare a communication for the newsletter regarding expenditure of fundraising monies for the School Nurse in 2019.</p>
6	Correspondence	There was no correspondence to note.	
7	General Business	School Council noted the OSH Club reports.	
8	Close of Meeting	Meeting Close: 8.19 pm	
9	Next Meeting	Next Meeting: Monday 10 December 2018 at 6.30pm	

Alexa Every

School Council President
Date 10/12/2018



Paul Wallace

Executive Officer
Date 10/12/2018

