



BARWON HEADS PRIMARY
SCHOOL COUNCIL MEETING MINUTES
November 24th 2016

1.0 ATTENDANCE

Present:

Darren Roskosch, Steve Copland, Cathy Crane, Georgie Imhoff, Matt Walsh, Warren Jackson, Linda Jordan, Robyn Booth, Simon Quirk, Lisa Kebbell, Tracy Davey

Absent:

Apologies: - Severine Gearon

ADDITIONAL BUSINESS

MINUTES OF PREVIOUS MEETING

Moved: Megan

Seconded: Warren

Business Arising from last meeting's minutes:

1. Warren - Can we see the policies from last meeting and are they on compass. **They are on compass and on the website.**

2. Lisa - The decision to block You Tube impacted on our teaching in the classroom. Darren has put an enormous amount of time into working on a solution. (See discussion below)

CORRESPONDENCE

Inward: Email from Emma Strachan to school council about safe routes to school. Darren read out some of this letter. Can school council contribute any solutions to the problems raised in the letter?

Discussion around how the bollard project will advance. Will become a community project. Courtesy response to Emma re the group which is working on this with a suggestion that she join.

Outward: Letter to OPP shop to fund \$10,000 for Guidance Officer for 2017. Darren has informally been notified of approval of this funding. This position will be advertised early 2017.

Did a letter go out to Jan O'Sullivan. – **Yes a response has been sent. Darren to follow this up. Hardcopy letter will be sent home**

PRINCIPAL'S REPORT

Enrolment and projections :

- 2016 enrolments: 479
- 2016 prep enrolments: 70
- 2016 Grade 6 enrolments: 63
- Families: 301
- 2017 Current prep enrolments: 70
- 2017 Grade structure
- 2017 enrolments 286

School Environment:

- **Internet Filters/security -/ You tube** - we looked at implementing Clean video search. You tube is blocked for students but still accessible for teachers. Added guidelines have been given to teachers. Research first by teachers before using items on you tube.
 - We determine what are school apps and what are not.
 - Prep to 3 are controlled by the school but 4-6 is not because the devices are owned by the students and parents. The school provides all required and school approved apps.
 - On BYOD devices we have school approved apps. Students are educated in this. –
 - Students will always try and break rules and teachers educate accordingly.
 - The you tube app will not be a permitted app at this school as it cannot be blocked.
 - We will run an information session for the parents of 2017 grade 3's on the 8th December.

Grounds and Facilities:

- ***Fencing***

Still an issue to follow up in future meetings when building has been finished.

- ***AMP (Asset Management Plan) update:***

Handover will be the first day of term 1. Arrangements have been made for the beginning of the year to facilitate a smooth move to the classrooms. Will be some disruptions due to carpeting and removal and changeover of buildings. Landscaping will follow the building completion.

Furniture

Budget was a lower than expected and required. A full internal audit has been done by the designer and options were given for purchase requirements. \$36,000 allocated \$52,000 is the required amount. Darren recommended adding the required amount and confirmed the school was in a financial position to be able to do this

For school council to approve funding the shortfall of \$16,000 for furniture.

Moved: Georgie Imhoff

Seconded: Megan Allender.

Current grade 5 open room is being re designed in readiness for next year. A wall will be built to separate the classes and make defined areas.

Policy Development:

- **ICT Policy:**

Megan has done some research regarding the ICT policy. She and Simon have ideas for the review of this and would like more time to research it and make quality inclusions. Would like to tie it in with Pos Ed. Some inconsistencies within it. Although we ratify the policies we will

put it out to the community for consultation.

- **Parent Payment Policy**

Has been updated and now meets Departmental guidelines. We will assist families in hardship.

Financial Matters:

- **Student Charges- document tabled and discussed**

Cheaper because we ***cannot charge for tuition*** at any time. E.g. we cannot ask parents to pay for swimming teachers therefore if it is to continue BHPS must fund the tuition part of the program.

Pupil Free Days

For school council to approve 4 PUPIL FREE DAYS:

30th January, 31st January and 1st February are first 3 days prior to school term starting. These days are for PD to be provided to staff.

31st March to be for Professional development on spelling which is the last day of term 1. Students to finish on the Thursday.

Moved: Megan Allender

Seconded: Georgie Imhoff

Moved also that the final day of term 4 will conclude at 1.30pm This has been traditional as in agreement with DET guidelines

Moved: Matt Walsh

Seconded: Cathy Crane

COMMITTEE REPORTS AND RECOMENDATIONS

Curriculum Committee

Minutes tabled.

Linda mentioned that whilst we are trying very hard to get parent involvement we are also sometimes let down by no shows. Curriculum committee are working on parent involvement.

Finance Committee

Reports tabled.

We are in a very healthy position. See reports. Parent payment policy has been adjusted to include hardship. Family payments for 2017 and how they will be restructured.

For School council to approve all trading payments for all accounts due to be paid for November and December and to continue to trade into 2017. Also to approve/ratify Parent Payments Policy , 2017 Student charges amounts, and ratify Snap shot report as tabled.

Moved: Matt Walsh **Seconded:** Lisa Kebbell

Fundraising Committee

No report

Building School Community Committee

We would like school council to approve

- Purchasing an identification sign for Maureen's seat. 'The Friendship Seat'
- Purchasing gratitude gifts
- Prep parent social event.

Moved: Megan Allender

Seconded: Simon Quirk

GENERAL BUSINESS

ADDITIONAL AGENDA ITEMS:

Meeting Closed at: 7.20pm.

NEXT MEETING: Thursday 15th December. 2016