

ELWOOD PRIMARY SCHOOL COUNCIL MEETING MINUTES

Thursday 19 March 2015

Venue: Staffroom 7:15 PM (7:15 – 7:45 acknowledge retiring members and welcome to new members.)

Chairperson – John Richardson

Minute Taker and Newsletter Report: Anna Marinovich

Time Keeper: Wendy Priddle

	Time	Item	Action (who)	Date due
1	7:45	<p>Welcome to new council members (Glen McCann & Michael Newton), election of office bearers & election of Community Members.</p> <p>John Richardson re-elected President. Anna Marinovich elected Vice President Christina and Barb co-opted onto Council.</p> <p>Welcome, acknowledgement of country, and apologies Apologies: Christina, James</p>		
2	8:00	<p>MINUTES of previous meeting of Thursday February 19 , 2014</p> <p>Motion 2.1: Move that these minutes be confirmed as true and correct of this meeting. Moved: Nicole Seconded: Barb Carried</p> <p>Matters Arising:</p>		
3	8:10	<p>CORRESPONDENCE</p> <p>Inwards as listed: Jewish Education Only 5 children took up offer for Jewish Education classes – this is very small number so not practicable to offer as SRI during school time. They have asked to teach 5 children after school. Council agreed this is possible – we would charge room hire fee. Need to hold further discussions with them about it how this would operate.</p> <p>Motion 3.1: Move that Inwards Correspondence be received and Outwards confirmed. Moved: Anna Seconded: Wendy Carried</p>		
4.1	8:15	<p>FINANCE Ralf</p> <p>Not as much surplus in our accounts at time of report – a large proportion of funds come in during March Official account sitting on \$200K – once further fees received from families then will make transfers to accounts with Bendigo Bank. (Building and Library Funds)</p> <p>Motion 4.1.1: Move that the February Payments be ratified & other Finance Reports be accepted. Moved: Ralf Seconded: Jay Carried</p>		
4.2	8:25	SUBCOMMITTEE REPORTS		

	Time	Item	Action (who)	Date due
		<p>Strategic Planning Nicole Report tabled? Yes SRI and Uniform policies have recently been completed These policies will go out to the school community for feedback/consultation Next policy for review - assessment and reporting policy – this policy will require significant revision. A parent survey regarding what they would like included in school reports will be conducted as school reports will be revamped for the December reports.</p> <p>Motion 4.2.1: Move that the Strategic. Planning Report be accepted Moved: Amy Seconded: Lauren Carried</p>		
	8:35	<p>Out of School Hours Care – Nicole Report tabled? No</p>		
	8:40	<p>Environment/ Grounds Development – Rob Report tabled? Yes</p> <p>New works to start soon – decking around tree near library. Sustainable timber will be used. Solar panel project – school committed \$20K, Bendigo bank gave us \$5K, they are looking at giving us the remaining \$10 which is yet to be determined. New works happening over holidays, Library works will happen after the term 2 holidays</p> <p>Motion 4.2.3: Move that the E/GD Committee Report be accepted Moved: Glen Seconded: Anna Carried</p>		
	8:50	<p>Community Engagement/ Communication: Rob Report tabled? No</p>		
	8:55	<p>Education Precinct (The Hub Child Care Centre, Elwood Primary, Elwood College) report Barb Report tabled? Yes</p> <p>Next meeting 12th May at EPS Strategic plan been finalized now - Individuals across the three schools will now be accountable for specific areas Kelly and Michelle to be added as people to implement Ready Set Go and transition and curriculum pedagogy as they've been heavily involved in this area.</p> <p>Motion 4.2.5: Move that the HUB Report be accepted Moved: Wendy Seconded: Ralf Carried</p>		
5		REPORTS		
5.1	9:10	Principal's Report.		

	Time	Item	Action (who)	Date due
		<p>Four teachers leaving due to maternity leave – have made 2 new appointments. We are interviewing teachers on Monday to find two teachers to take PS and 5B in term 2.</p> <p>After many years of service Heather Fidge has decided to retire. A suitable retirement function will be held in the future to mark this occasion. We all wish Heather the best in retirement and her future pursuits</p> <p>Jay, Nicole and Rob attended our regional conference from March 4th – 6th. The focus of the conference was transformational leaders and transformational schools</p> <p>The Enhanced Learning program will commence in term 2 this year. Selected students from grade 5 and 6 will be able to participate in this program. There will be two groups of 8 –10 students in the program.</p> <p>This program has received Schools First funding through the NAB program and forms a partnership with Monash University, Noble Park PS and ourselves.</p> <p>Rob spent 5 days in Cairns recently working with schools, regional leaders and local communities. The focus was about the importance of developing parent engagement and community links that lead to vibrant school cultures and improved student outcomes in all areas. A group of teachers from Yarrabah PS will be visiting on March 19th to gain an insight into our literacy and numeracy programs, parent engagement and the Development Curriculum /Inquiry approach from P-6.</p> <p>Our end of February census day enrolments numbers were 764 with 133 Prep students. This is an increase of over 30 students from 2014.</p> <p>Annual NAPLAN testing will take place in the week beginning 11 May. Our writing, spelling and punctuation and grammar programs have been analysed and modified accordingly. This should lead to improved school mean scores in all areas.</p> <p>Tuesday 24th February was a curriculum day and all staff spent the day receiving professional development around the VCOP Big Write program.</p> <p>Big Write and VCOP (Vocabulary, Connectives, Openers and Punctuation) is a literacy program that provides immediate results, whilst addressing the need for long term strategies in delivering a successful writing program across all age and ability levels.</p> <p>Draft Annual Report was presented. The Annual Report must be completed by April 30th. The annual report will be presented to our community at our AGM which will precede our May Council meeting. (Wednesday 20th May)</p> <p>Motion 5.1: Move that the Principal's report be accepted Moved: Michael Seconded: Glen</p>		

	Time	Item	Action (who)	Date due
		Carried		
		Next meeting: Wednesday 20 May 2014		
		Newsletter Report:		
6	10.00	Conclusion		

	<u>Minutes</u>	<u>Time Keeper</u>
<i>19 March</i>	Anna	Wendy
<i>20 May</i>	Wendy	Nicole
<i>18 June</i>	Glen	Anna
<i>20 August</i>	James	Jay
<i>17 September</i>	Barb	Amy
<i>22 October</i>	Michael	Ralf
<i>26 November</i>	Christina	Lauren