Williamstown North Primary School No: 1409
Minutes of School Council Meeting

Date: Wednesday 31\textsuperscript{st} October 2012
Meeting Number 10 - 2012

Meeting opened:

Chair: Sam Cross

1. Present
Quorum Confirmed Yes

\textbf{Parent Members}  \textbf{DEECD Members}
Sam Cross - President  Jim Cahill – Executive Officer
Wayne O’Hanlon – Vice President  Wendy Emin – Secretary
Michael Lynch  Tania Brown
Stuart Toplis  Crissy Samaras
Bruce Campbell  Giorgia Moss
Paul Simpson

\textbf{Apologies}
Neil Robertson
Stephanie Trikash
Paola Flores


2. Minutes of Previous Meetings

\textbf{Motion:} The minutes of the previous School Council Meeting of Wednesday 10\textsuperscript{th} October, be received as a true and accurate record.

(O’Hanlon/Samaras) Carried

School Council President/Chairperson Endorsement ____________ __ / __ / 2012

3. Business Arising From Previous Meeting

3.1 Seat Belted Buses
- The use of Seat Belted buses has been very well received by the community.

4. Correspondence
In - Nil
5. Business Arising from Correspondence
Nil

6. Principals Report
Jim presented the Principal’s report as distributed.

Additional Discussion

Class Structure
- Due to an increase in the enrolments, an additional class has been accounted for. Discussion about the Year 3/4 class. Information and communication with parents will be very important. This is not a ‘special’ class.
- Developing class groupings is a complex process and one that requires considerable time by the staff and relies upon their knowledge and professionalism. Children have been asked to list up to five ‘Learning Buddies’, not necessarily their friends.

Staffing
- Annemarie Honeybone, indicated at 3.00pm today that she would be returning to Williamstown North in 2013.

Writing Moderation
- Teachers have tended to judge/compare our student achievement against our cohort and not against the VELS. By spending time moderating pieces of writing with Sue Peterson, our Literacy Coach, teachers have been able to mark some students at an A or B level.

Industrial Action
- Bans are escalating.
- DEECD Mail S403-2012 Industrial Action commencing 22nd October states there will be bans on planning, organising and bookings of any activities which would take place in 2013, including camps and excursions, which would involve members;
  - Working more than the 38 hours in any week provided for in Clause 22(2) of the Victorian Government Schools Agreement 2008, or the hours agreed under Clause 22(5) (Principal, teacher and paraprofessional classes); or
  - Working more than the hours required or agreed under Clause 19 of the Victorian Government Schools – School Services Officers Agreement 2004 and/or would involve employees who are covered by the Victorian Government Schools Agreement 2008 working more than 38 hours in any week provided for in Clause 22(2) of that agreement (education support class).
- Staff who are not members of the AEU are not protected.
Motion: School Council endorse the Principal’s report as received.

(Cahill/Campbell) Carried

7. School Council President’s Report
No Report.

8. Committee Reports

8.1 Facilities and Finance Reports.
Bruce and Jim presented the Facilities and Finance as distributed.

Additional Discussion
- The Revenue and Expenditure budget for 2013 and the Strategic Plan will be presented at the final School Council meeting for 2012.
- Jim and Wendy have met with Frank Marioli to have some initial discussions about the redevelopment of the Administration Area.
- Play Equipment - design and installation of the new play equipment will take at least 6 months once a company is engaged.

Motion: The Facilities & Finance report be received and School Council endorse;
1. All Financial Reports and tabled financial documents for September 2012.
2. The increase of $20.00 to the Material and Requisites for 2013.
3. $174,599.53 of assets be released, $174,831.28 to be recoded and reinstated.

(Cross/Moss) Carried

8.2 Education Report
Stuart presented the Education report as distributed.

Additional Discussion.
Anti-Bullying Policy
- Crissy has been investigating a definition for Bullying and Cyberbullying. Crissy will distribute information to the Education committee members. The definitions need to be consistent in all school documents i.e. The Student Engagement Policy.
- Staff will also be presented with a copy of the ‘draft’ Anti-Bullying Policy for their input.

Motion: The Education report be endorsed;

(Moss/Lynch) Carried

8.3 Community Liaison Report
9. **General Business**

9.1.1 **School Council Standing Orders**

- Alteration to the School Council Standing Orders.
  - Jim to insert a section, “Terms of Office”.
  - Jim will provide a copy of the updated ‘School Council Standing Orders’ to Council.
  - By changing the date that the tenure of School Councillors ends, to the end of the year, it provides an opportunity for the election of new School Council members right at the start of the school year and then meetings can commence with all new council members in place.
  - The following School Councillors term of office finishes at the end of 2012. They are encouraged to re nominate: -
    - Bruce Campbell
    - Paul Simpson
    - Sam Cross
    - Wayne O’Hanlon
    - Crissy Samaras
    - Tania Brown and
    - Wendy Emin

9.1.2 **Uniform Shop**

- Kara Kries, our Uniform Shop, will be stepping down at the end of the year. We are meeting with our two Uniform providers to discuss the provision of School Uniforms and how this service may continue. The option of offering a Uniform Shop on site will also be included in the discussion.

9.1.3 **Jenny Brown’s Report**

Jenny has already presented her overview summary to the staff. Jenny provided an outline of the process to School Council, including access to a range of our data, meeting with students, staff, parents and Sam Cross, School Council President.

Jenny identified the school’s strengths, areas for improvement and some questions or wonderings. The school uses this information, along with the Self Evaluation, to develop the next Strategic Plan, 2013 - 2016.

One area that does stand out, is the teacher judgements of student achievement, and the consistency of language for learning, engagement and wellbeing.

**Additional focus areas: -**

**Learning**

- Higher expectations of students
- Enrichment and extension
- Targeted intervention – a better use or more effective use of resources i.e. Not just at Year 1 with one-to-one teaching, through Reading Recovery, but small groups, Prep to Year 2. Year 1, children at Williamstown North Primary School accessing Reading Recovery, would not be eligible for the program in most schools as their reading level would be too high.
- Greater personalisation of work.

**Engagement and Wellbeing**
- Revise Engagement and Wellbeing Policy to ensure consistency.
- Clear links between all school policies.
- Develop outdoor environment to develop creativity, problem solving and cooperation.

**Pathways and Transition**
- Continue to develop In-School transition.
- Cross-age/level activities.
- Enhance data base to track other aspects rather than purely focussing on the academic e.g. individual achievement, intervention services, group achievements. This can provide a picture over the years.

Jenny commented that the school is very well resourced and has great parental support.

**Meeting Closed 9.05pm**

**Next Meeting – Wednesday 5th December – 6.30pm**