

# School Council Meeting

## Minutes

3:15pm, Tuesday 23 October 2018



**Apologies:** Sacha Bridger, Magdalene McCulloch, Amanda McAlpine

**Present:** Adam Cheetham (Chair), Steph Tarbin (Minutes), Stuart Blackwood, Suellen Harrison, Rachael Bernsousa, Rebecca Benson, Sue DeWitt, Mike Smith

Meeting opened: 3:16

	<b>Agenda Item</b>
1.	<b>Confirmation of minutes of meeting, 7 August 2018</b> Moved: Steph      Seconded: Rachael      Accepted unanimously
2.	<b>Business arising</b> <ul style="list-style-type: none"><li>➤ <b>School-based training for School Councils/Boards:</b> Stuart reported that he has completed some of the online modules and suggests that they may be best attempted as a group (with refreshments). The Education Department can provide some school-based training (in the higher-level modules), if organised so as to train council/board members from a group or schools (not just one school). <b>ACTION:</b> Stuart will attend a network meeting tomorrow and identify whether similar schools are interested in school-based training. To report back at next meeting.</li><li>➤ <b>EdConnect program:</b> Stuart has contacted the program organisers to find out how volunteers are matched with schools, and provided feedback on the low literacy skills of volunteers supplied to ATPS in previous years. He has been unable to determine whether the criteria for volunteers has changed since ATPS last took part in the program. <b>ACTION:</b> Stuart to seek information from local schools using the EdConnect program about their experiences of the program recently.</li><li>➤ <b>Homework policy:</b> Stuart has spoken to teachers across all learning stages within the school about their approaches to homework. Ideally, homework is set in ways that are fluid and individualised to student learning, rather than as a means for students to accumulate points for Green Club rewards. The ATPS administration team is reviewing the existing policy, with a view developing a new policy which will be presented to School Council for review in 2019.</li><li>➤ <b>School website:</b> Council noted that the refreshed look of the website is well underway and that previous suggestions had been implemented (eg. easily visible link for Onya award nominations). Ben Higgins will continue working one day per fortnight to keep website up to date, with recent photos, changes of policy documents and so forth.</li></ul>
3.	<b>Confirmation of 2019 Contributions, Charges and Personal Items</b> Details were sent electronically and feedback was given but this item still requires formal ratification of Contributions and Charges for 2019. Sue noted that the cost of Leavers shirt

	<p>needs to be added to the document. Personal Items lists have already been submitted to Ziggies.</p> <p><b>ACTION: Stuart will email the revised Contributions and Charges to Council for ratification, with a date for formal response by members of Council.</b></p>
<p>4.</p>	<p><b>Council planning for 2019</b></p> <ul style="list-style-type: none"> <li>➤ <b>Nominations for parent representative positions on School Council:</b> Stuart will follow the timeline established last year and call for nominations of new parent representatives in Term 4, closing the nomination period early in Term 1 of 2019. Stuart will need to call for nominations for at least 2 parent representatives as Adam and Steph will leave the Council at the end of 2018.</li> </ul> <p><b>ACTION: Stuart to call for nominations in the newsletter and at a parent assembly.</b></p> <ul style="list-style-type: none"> <li>➤ <b>Council training modules/inductions in 2019:</b> Previously, Bec offered to participate in the induction of new members. The Education Department training modules are also a resource for inducting new members to school council. Adam offered to put together a package and help transition a new chairperson into the role.</li> </ul> <p><b>ACTION: Adam to liaise with Stuart and Bec about the compilation of a package of induction material.</b></p> <ul style="list-style-type: none"> <li>➤ <b>Council meeting intervals and frequency:</b> Steph and Stuart had previously suggested that council consider meeting twice per term to incorporate governance, training, and council development. A second meeting would also eliminate the need for email discussions and approvals as well as reduce problems arising from the long gaps (with associated loss of momentum) between meetings. Two short meetings per term could deal more efficiently with council business than one long meeting followed by email discussion. The use of Webinars or video conferencing would also assist parent representatives who can't leave their workplace but can take time out from work to attend a virtual meeting. Adam noted that the Department has a license for WebEX.</li> </ul> <p><b>ACTION: Stuart to plan 2 meetings for Term 1, 2019</b></p> <ul style="list-style-type: none"> <li>➤ <b>2019 WA Education Awards planning:</b> Adam noted the importance of planning early in the school year. The question was raised whether the 2019 council might wish to reconsider whether to nominate for an award – nominations may not be an automatic project each year.</li> </ul> <p><b>ACTION: To keep the Education Award as a standing item on the agenda for School Council.</b></p>
<p>5.</p>	<p><b>ATPS 50<sup>th</sup> Anniversary planning</b></p> <p>Rebecca was invited to speak about the planning of the Fun Day, to be held Friday 15 March 2019. A funding application has been submitted to LotteryWest and the subcommittee has begun to make some bookings for the event. She noted it is a good time to raise awareness in the school community about the anniversary celebrations. She also circulated a design for an anniversary logo, kindly developed by a parent. Stuart confirmed that the official ceremonies will take place on 11 February 2019, in the form of an assembly with dignitaries.</p> <p>The question was raised: whether there is a contingency plan if LotteryWest doesn't eventuate? Stuart noted there is school funding which could cover the Fun Day preparations if necessary but will would otherwise contribute to plans for i) renovating the front entrance, ii)</p>

	paving, iii) gift for children at the school in 2019. In response to the question whether there will be changes to the school logo and branding for the event, Stuart noted that branding is to be discussed within the admin team but that there will be no impacts on uniforms.
6.	<p><b>Other Promotional Activities</b></p> <ul style="list-style-type: none"> <li>• There have been several art projects in process (Bassendean Art awards, the mural for the 50<sup>th</sup> anniversary celebration, the painted cow for the WA Agricultural Show).</li> <li>• To promote the school to local pre-kindy families there is a plan to run a 'Books with the Principal' ('Stories with Stuart'?) session for pre-kindies – one per term.</li> <li>• Performances by the choir are yet to be confirmed by Chris Jones (last year the choir sang for the Morley Baptist church Christmas lunch for seniors and also at their Christmas Carols).</li> </ul>
7.	<p><b>Recess/School timetable (strategy to distinguish ATPS from other schools)</b></p> <p>At the last meeting Rachael raised the idea of more movement time, particularly time spent outside, as an idea to benefit students and to develop the reputation of ATPS as a 'school for thinkers'. Stuart has discussed the idea with teachers who noted that logistics were difficult to overcome in the current context of pressure to work through a busy curriculum. He noted that teachers are using more movement <i>within</i> the classroom and all classes are taking students out the classroom for at least 15 mins each day. He noted that teachers are very resourceful in finding ways to engage the children and it was agreed that these efforts need to be communicated more regularly to the school community.</p> <p><b>ACTION: Stuart to communicate examples of student engagement, within classes and around the school, via website and newsletter.</b></p>
8.	<p><b>Standing Item: Vision 2020</b></p> <p>Nothing to report.</p>
9.	<p><b>2018 Open Meeting planning</b></p> <p>To be held Tuesday 27 November 2018 at 3:15.</p>
10.	<p><b>Other business (at discretion of the Chair)</b></p> <ul style="list-style-type: none"> <li>• Recent Naplan results: there were red flags in Year 3 reading and spelling. Stuart explained that Tristan Kaempf and Sue Ashmore have revised the revised literacy and numeracy plans for school and that teachers will use the 'Seven Ways At Once' program to differentiate the curriculum for students according to learning styles. Sue De Witt is working with parents of kindy students to support their children's learning. Other factors may have contributed to the results, such as the online format for the first time.</li> <li>• The school's application for a science classroom upgrade was successful and ATPS will receive \$45,000 to equip Room 4 as a science lab.</li> </ul>
	<p><b>Meeting close: 4:53</b></p> <p><b>Next meeting (2018 Open Meeting):</b> Tuesday 27 November 2018 at 3:15.</p>