

B.E.P.S SCHOOL COUNCIL

MINUTES of the Meeting held on the 28th July 2015 at 7.00pm

PRESENT: Janet Di Pilla, , Maryanne Clarke, Jill Howells, Rob Rodger, Kat Aspinall, Pat O'Neill, Susi Allender, Peta Malins, Gabrielle Macdonald, Paula Thomson

GUEST: Colleen Deakin (part)

IN ATTENDANCE: Rachael Hedger

APOLOGIES: Shona Forrest, Jennaya Smith

ITEM	DETAILS	MOTIONS/ACTIONS
1.	<p>Welcome from the President & Acknowledgement of Country, 7.10pm The President, Maryanne Clarke, welcomed all attendees with an acknowledgement of the traditional owners of the land.</p>	
2.	<p>Minutes of the previous meeting Minutes of the previous School Council meeting held 23rd June 2015 were distributed electronically with the agenda.</p> <p>Amendments: – Item 3.0, Grant Application, remove 'confidential' replace with 'draft'. Item 5.0, Remove 'School Council this policy.', remove associated action.</p>	<p>Motion/s: M.1: "That the School Council minutes of the meeting held on 23rd June 2015 at 7.00pm are to be confirmed, with amendments." Moved: G Macdonald Seconded: S Allender Vote: Unanimously accepted Outcome: Motion Carried</p>
2.1	<p>Action items of the previous meeting/s:</p> <p>Further discussion, Action Items, SC2 –SC4-2015</p> <p>SC2-A.1 P Malins reported that she had investigated the responsible banking practices of Bankmecu (now Bank Australia). The Bankmecu website now contains references to responsible banking practices and strong statements around conservation. P Malins feels that the claim that the bank is socially responsible is accurate.</p> <p>SC2-A.3 P Malins to send an email to all Prep parents encouraging them to join a sub committee. All School Council members to contribute ideas.</p> <p>SC2-A.4. M Clarke to use the School Council President's report in the newsletter to encourage participation in, and advocate for, community events.</p> <p>SC2-A.7 J Di Pilla recommended that the Farmer's Market not proceed on the school grounds. She has concerns about: trucks on the grounds; damage to the grass on the oval; and, the school's relationship with CERES.</p> <p>SC2-A.10 Bully Stoppers Pledge Day. J Di Pilla advised that this item is progressing.</p> <p>SC3-A.2. Prep Verandah Project. J Di Pilla advised that she needs more time to assess the number of incoming preps for 2016. Intake numbers will determine the need to proceed with the prep verandah project.</p>	<p>Status: Item Completed</p> <p>Status: Item Cancelled</p> <p>Status: Item Cancelled</p> <p>Status: Item Completed</p> <p>Status: Item Ongoing</p> <p>Status: Item Ongoing</p>

SC3-A.3 J Di Pilla advised that S Tyas will provide additional information on website statistics for the BEPS site and associated pages. K Aspinall volunteered to re-format the data.

Status:
Item Ongoing

SC3-A.5 J Di Pilla reported that no solutions or costings had been presented by DE&T for the increased safety of the second floor of the portable.

Status:
Item Ongoing

School Council members reiterated their and other parents' concern about the safety of the second floor balcony, and would like to see quotes for possible solutions as soon as possible.

Action:
A.1. M Clarke & R Rodger to draft a strongly worded letter to the DE&T outlining the concerns of the School Council about the safety of the second floor railing on the new relocatable.

M Clarke and R Rodger will draft a letter to Mr Doug Harnety, Facilities Manager, Department of Education & Training identifying specific concerns. School Council confirmed that they are prepared to escalate this issue to the Minister if the DE&T fails to provide a timely response.

3.0 **Principal's Report, J Di Pilla**

The Principal's Report was circulated via email.

Motion/s:
M.2. "That the Principal's Report for 28th July 2015 be received."

Further Discussion:

Corrections. J Di Pilla advised that J Tickle is stepping down from managing the Department of Justice-Corrections Team. The Corrections Team will continue to work Saturday fortnights – but will be unsupervised by a BEPS representative. Buildings & Grounds on behalf of School Council will need to arrange for the purchase of petrol and any other items from Bunnings as required by the Corrections Team.

Moved: G Macdonald
Seconded: K Aspinall
Vote: Unanimously accepted
Outcome: Motion Carried

P Thomson offered to write a thank you card on behalf of School Council and arrange for the purchase of a Bunnings voucher, to thank J Tickle for all her work over the past 3 years in managing the Corrections program and caring about the OHS of the grounds. In particular her work on maintaining the oval is very much appreciated.

Action/s:
A.2. Buildings & Grounds Sub Committee on behalf of School Council to arrange for the purchase of any items required by the Corrections Team.

School Council requested that their gratitude be formally recorded in the minutes. J Tickle spent 3 years working with the Corrections Team, a program she was passionate about and committed to. Her tireless efforts made an incredible difference to the school and saved the school a large amount of money. She took very seriously her personal responsibility for identifying, addressing and reporting any OHS risk and this ensured a safe environment for all members of the community. J Tickle's expertise and competence will be sadly missed.

A.3. P Thomson to write a thank you card and arrange a Bunnings voucher for J Tickle.

Safety of Playground Equipment. J Di Pilla advised School Council members that members need to plan for the ongoing management and monitoring of the occupational health and safety of the playground equipment. All playground equipment needs to be audited and inspected on a regular basis and any issues reported and addressed as outlined in the school's safety management plan.

A.4. J Di Pilla to speak to B&G Sub Committee requesting a playground equipment auditor.

J Di Pilla agreed to speak to the Buildings & Grounds Sub Committee to potentially identify a team of people available to conduct the weekly audit of playground equipment. J Di Pilla asked that it be noted that the Buildings & Grounds Sub Committee has been unable to identify a permanent Chair and that this is posing issues for effective communication, the Safety of the Playground Equipment may not be able to be managed satisfactorily through this group.

3-way conference. Survey has been distributed.

4.0 **Finance Report**

There was no July meeting of the Finance Sub Committee.

5.0 **Sub-Committee Reports:**

5.1 Education Sub Committee

There was no July meeting of the Education Sub Committee.

5.2 Environment & Sustainability

There was no July meeting of the Environment & Sustainability Sub Committee.

5.3 Community Events

School Council received the minutes of the Community Events Sub Committee meeting held 27th July 2015. Minutes were circulated via email.

5.3.1. Twilight Market – alternative event proposal

S Allender & C Deakin spoke to the Community Event Proposal circulated via email on 25th July. A smaller event proposal was presented as an alternative to the large November Twilight Market. The Community Events sub committee identified that the small 2015 team did not have the resources to meet the needs, nor manage the financial and safety risks of a full market.

School Council agreed that the Twilight Market was an indispensable fundraising activity for the school year and that the income derived was required to purchase essential learning resources.

School Council & the Principal agreed to release a letter requesting assistance for the market and itemizing where the previous fundraising money has been spent within the school i.e. furnishing Terra Verde, purchasing iPads.

Note: J Di Pilla asked that it be noted that this will be the only notice to go out in hardcopy for the remainder of this year.

5.3.1 Application for Fundraising School Council received the 2015 Application for Fundraising Event for Fathers Day Stall. School Council requested that the event application be forwarded to the next meeting of the Finance Sub-Committee.

5.4 Buildings & Grounds

There was no July meeting of the Buildings & Grounds Sub Committee.

As advised in Item 3 of these minutes J Di Pilla identified her concerns that this sub committee does not have a permanent Chair. J Di Pilla advised that she would be requesting B&G Sub Committee to formalise their structure for the remainder of the year, to provide for clear lines of communication. B&G have clear responsibilities for facilities maintenance, as directed by School Council, and these need to be addressed to ensure that the Principal can be confident that these items are being managed.

5.5 OSHC

School Council received the minutes for the OSHC Sub-Committee meeting held 13th July 2015. Minutes were noted.

Action/s:

A.2. M Clarke and J Di Pilla to send out a single joint communication to all parents requesting assistance with the Twilight Market. A hardcopy of the letter to be included in school bags. A notice to be posted at OSHC.

Action/s:

A.2. At the next B&G Sub Committee meeting, J Di Pilla will discuss her needs and the needs of School Council which have arisen as a result of J Tickle stepping down."

Motion/s:

M.8. "That the OSHC Sub Committee minutes of the meeting held on 13 July 2015 are to be accepted"

Moved: P O'Neill

Seconded: R Rodger

Vote: Unanimously accepted

Outcome: Motion Carried

6.0 **General Business**

Blue/Brown Friday market Fundraiser School Council received a proposal from R Alembakis. School Council were happy with this proposal and requested that it be forwarded to the next meeting of the Finance Sub Committee.

Prep Verandah Project School Council carried this item over to the next meeting.

DET Information Session: Additional School Costs for Families P Thomson attended the Parent Payment Policy information session. There were only two other people in attendance. The session was to collect information about how schools manage parent non-payment, costs of camps, setting booklist prices etc., and how School Council is informed of changes. This information is to be collected and collated data reported back to the Minister.

Laptop Risers. S Allender reported that Juliet Hall (a parent) at the school and physiotherapist was concerned about student's posture when using school laptops. She requested that she be able to sell laptop risers at the next Friday market – IKEA laptop risers at \$2 each to a maximum of 100. School Council agreed to allow J Hall to sell laptop risers to the school community on the proviso she was not to cross-market her own business.

Camps. J Di Pilla advised a change to camp dates, paperwork to be circulated via email for out-of-session member e-approval.

New 2015 Camp Dates: Il Nido 30 Nov – 2 Dec; Su Nei Cieli 2 Dec – 4 Dec; Bicicleta 9 Nov – 11 Nov; Alveare 11 Nov – 13 Nov; Terra Verde 16 Nov – 18 Nov.

Communication. R Rodger requested that a review of the school newsletters be on the next School Council agenda.

P Thomson and M Clarket asked that it be noted that many parents had indicated that they were happy with the school newsletter. It was felt that personal responsibility was needed to keep up to date with information about the school.

7.0 Close of formal meeting

Meeting closed at 9.20pm.

Next meeting: SC 6-2015, Tuesday 25th August, 2015

8.0 Upcoming meeting dates

Community Events – 7.00pm, __, August 2015

OSHC – 6.00pm, August 2015

Finance – 8.00am, August 2015

Building & Grounds – 7.00pm, 12th August 2015

Education – 6.15pm, Wednesday August 2015

Environment & Sustainability – 4.00pm, August 2015

Attachments: None