

Minutes

Collier Primary School – School Council Meeting

Monday 18th February 2019

Attending:

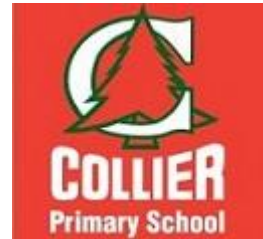
Kevin Saunders, Kate Hewitson, Ralph Rullo, Jenny DeMarchi, Nicole Taylor, Jenny McKay, Kevin Hogg, Amanda Vale, Ainslie Lucas

Apologies:

Claire Smoker, Megan Hudston

Meeting Commenced 5.35pm

1.	Previous minutes approved Moved – J De Second – N T
2.	Business arising from previous minutes/meeting To be discussed in item 7, business plan and re-branding CollierPS
3.	New Business Item 1: Welcome back to 2019 RR – hoping to see another good solid year for 2019 school council. KS – welcome back everyone to 2019 Item 2: Confirmation of 2019 members KS – Ralph Rullo, Clair Smoker, Megan Hudston and Jenny DeMarchi will all be stepping down from Council. There will be discussion at next staff meeting for new staff members. My self, Kate Hewitson, Nicole Taylor, Amanda Vale, Ainslie Lucas, are all staying on council this year which will bring continuity and stability moving forward. We will need two more staff reps, and two more parent reps and one P&C rep. To those stepping down it is with a heavy heart and from myself and the whole school you will be missed and we do appreciate all your work. We're inviting you to the next school assembly to accept a thank you gesture in front of the whole school. This will possibly be the 8/3/19 but to be further confirmed by KH. Also thanks to those members continuing, for your support and continuing to make CollierPS a great place for students and staff. Welcome to new parent Kevin Hogg



RR – on behalf of myself and the other members stepping down it is also with a heavy heart that we are leaving, however it will be a good opportunity to get some new members involved. Thank you for the opportunity for us to be involved.

KS – we will have a request for nominations in the next school newsletter, which will then go to vote at the next school council meeting on 25/3/19.

Item 3. Comparative Budget Report

KS – we start with a low previous year closing balance of \$28,460. Today is census day and so we press the button and await the funding. We anticipate that with student centred funding allocation of \$100,000 and with the rollover of cash and reserves this will bring the budget to \$160,000.

The balance will bring us through to \$18,000 by the end of the year which is very tight. Expenditure is more on personnel this year, including EA's. We have a great diversity of students with extra assistance requirements and programmes to run this year. The total expenditure on staffing this year is approx. \$2,500,000 on the operational budget.

The breakdown is estimated and at the next meeting we will have the full comparative when we get the funding. We haven't gone into the reserves yet but will need to be even tighter this year on our general spending.

We don't anticipate that this will impact on our learning programmes. We do have some professional learning costs which are expensive such as Talk for Right this is for K-yr6 and will enhance the language programme

K Harrison, K Hewiston and A Meredith as well as the KP-Yr 1 will be running with this programme.

AV – is this the \$3500 in staff development you are talking about ? KS – yes. AV – you said that last year the voluntary contributions had gone down

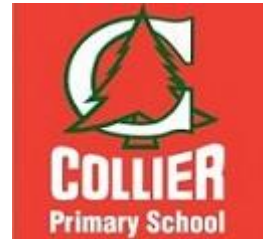
KS – were hoping this year, with the payments through stock being already half paid, this amount will go up.

AV – is Ziggys quicker ? KS – yes.

JMc – the stationary is better quality, service is better and its easier to order online than in person.

NT – Ziggys had quick delivery

KS – when we get the full budget we'll present our Operational 1 Line Budget to go with our Comparative.



AV – we pay \$18,000 per year to have the room that the Playgroup use are we charging

KS – we have moved Playgroup into the PAC and provide the playgroup as a community service. There is not a great deal that is fixed in the PAC ie, no kitchenette, toilet etc. they'll have boxes and storage and play space. They will have access to the playground during our class times. Hensman St playgroup have now moved into their renovated premises. Their presence here brought us two new enrolments.

Nothing further

Moved - RR

Seconded - AV

*Associated Documents:
Comparative Budget Report, Issued 18/02/2019*

Item 4: Science enrichment programme, a changed view

KS – this is another extension prog this year to extend students at the top of the academic ladder. We've noticed an increased number of students at the top of Naplan and who are just missing out on PEAC, they are A or B students needing a push into re-invigorating their efforts and sustaining their level of ability. This will further their interest in exploration and learning.

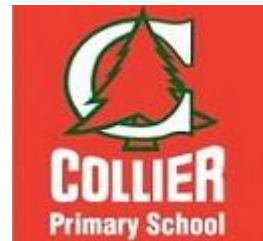
It's on top of their normal studies. There will be projects that will encompass – How do I explore, What do I use to explore and What is my final goal. This is a guided rather than structured project, ie. The Moon? What is it made up of, How do we find all the information we need etc, then present our findings in a book, or power point presentation or other. They will be assessed on the outcomes and how they achieved them.

For four weeks Mr McGrath will be working with the teachers to choose students for each group, there will be 6-8 in each group from years 3-6. The year 1-2s are still developing the basics in science.

Hopefully this will be able to introduce the students into research models.

JDe – the students who aren't in the programme will they have Mr McGrath for science? KS – No. they will have their regular teachers who are trained to teach science.

JMc- we are also trained to teach science and have worked with Mr McGrath. The year 3,4 group for example have developed a programme where all students will be doing experiments and investigations. The extension group is not a fluid group. We will do scientific studies through the year and some children have a different aptitude to different studies in science and the extension group will target the different aptitudes. The programme isn't just based on their ability but their willingness to explore.



Year 5&6 group will do 1.5 hrs /week and the year 3&4 group 1 hour / week.

Were constrained by the structure of the timetable and we cannot do more, however were bringing some science content into the class with guided reading, ie about space etc.

KS – there will be tasks where both the extension and normal group will be doing the same content, so they will be on the same page where marking is concerned. Just because they are in the extension programme this doesn't mean they will automatically get an A, as in the regular science programme they need to put in the effort.

AV – the parents should know that information, so they are aware their children aren't missing out and that the teachers are also trained to teach science.

JDe – we are lucky and we should re-iterate that the science teacher is an added value to the school

Item 5: School Numbers

KS – our school numbers are holding and we can have a few more in PP and maybe the other classes but were riding at 270, and still receiving enrolments. Were almost at capacity.

NT – is this new people moving into the area? KS – Yes. JMc – Rentals increased, market prices are good in area. Also a lot of people know who we are after last year's Auction and Fete.

KS – when I first started at CollierPS the enrolments were 245 and going down, however now were at the stage where we may need a new classroom.

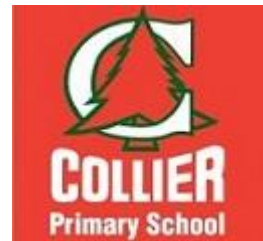
JDe – How many more students can we take?

KS – we only need 10 more till we need to use the demountable classroom. We would also have to look at more split classes, but that depends on the year groups enrolling.

If towards the end of the year it's looking at being this number we can consider doing this.

JDe – speaking to a parent from an IPS from down south, they have had to put a cap on new enrolments, is this something that we would look at? KS – not if they're within the zoning as it's compulsory to take their enrolment. All of the new enrolments lately are in zone.

KS – our numbers are very strong and continue to grow and we've been very lucky to be able to maintain the staff and some new education assistants.



We won't be having a choir this year. Unfortunately, our timetable won't allow this. AV – can we possibly do the choir during lunch time this year? KS – No we don't have the time in our schedule.

AL – if the parents would like to bring in a choir teacher to do outside of classroom times would this be allowed? KS – if its parent run.

RR – shall we put in the newsletter and Facebook to see if some of the parents wish to run the choir? KS – we can see if there is any parent interest.

Item 7: Possible Points for engagement 2019

A: Re-branding

KS – are we still interested in pursuing the Re-branding this year? if yes we would need to consider what re-branding is needed. We would consider this as a community led initiative and can start with a survey. Then also we need to consider the amalgamation of historical past and ethos of the school with re-branding the uniforms, letterheads, signage etc. The school budget wouldn't be able to cover this large cost, we'd need P&C support.

NT – we could wait for feedback from the parents and then rate whether it's important so the survey will be a great start. Some parents may want a breather this year. It's not something to be taken lightly as is a big investment it has to be done properly. We need to consider a decent changeover time too. RR – since I've been at the school the uniforms have been a rolling conversation. Your right a survey will be good.

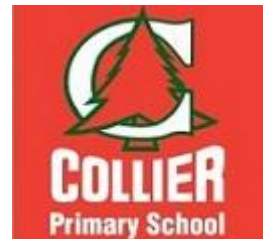
NT - Parents would have to buy all new uniforms so your asking them to invest too, and some kids cannot afford it. We should consider the changes to shirts and pants to be colours that parents can still go to Kmart and Target to buy if needed.

AV – you should start with year 6 and work the way down from there, as their shirts are different anyway with Graduation shirts purchased. A well crafted survey will need to re-iterate what a re-branding would mean to them. They should be able to comment on things such as a change of colour, instead of just yes or no answers, to allow the parents to express their ideas.

JMc – I think the colours and logo we have are great, just a change in the shirt would be nice, something like the Interschool polo shirt is classy.

KevinH – at my school we are currently at the end of a 5 year re-branding transition period. It happened a lot quicker than that though, as the children grow out of clothes quickly, and there is always second hand uniforms in the new branding now.

KevinH - The biggest cost was from the consulting and digital branding fees and signage. NT – did you consider the cost worth it.



KevinH - Yes it was professional and was good but I've added the digital branding to documents etc, which can be done if someone in the community can help with this. The digital logo is worth being done professionally to ensure it can be enlarged and for sign printing and printing programmes. The letterheads can be adapted then over time.

People have to be listened to and given a voice with their ideas and concerns as their opinions are important.

KS – We can do a survey then, breaking down the sections into logo, colours, signage etc and see what the results are.

Item 7 : Possible Points for engagement 2019

B: Business Plan

KS – the BP followed a format and was compliant, but comments were that is too wordy. We will break down areas of the BP into some kind of a smaller plan.

Examples shown: Poseidon & Bungaree Schools BP, smaller and in more point form, information is easier to read.

KS – the areas we need are just the key objectives and strategies, ie, the milestones and other information can be part of a secondary plan. This will summarise our BP. Shall we look at the BP again and make it more inline with the examples as shown? Yes from group.

At the time of re-branding would be good timing and we can just include necessary points of information. We would be keeping the original BP for reference.

JDe – if you're a school council member you would read the whole BP however it's too lengthy for anyone else and we should make it more brief

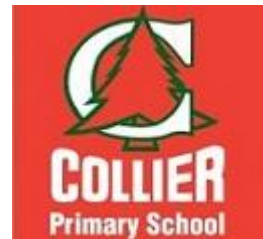
KS – the examples also are a lot more visually interesting than ours

JMc – they are very parent friendly

KS – we wont have to re-write our BP just take out the highlights

AV – will be good to have the more user friendly version for new packs to parents and have a few on the reception desk

KS – we will put this on the agenda and work through our BP to make it more compact



	<p>Item 8: General Business</p> <p>JDe – parents have raised concerns to me that lollies are being given out as awards to students.</p> <p>KS – this is not school policy I mention to the teachers.</p> <p>JDe – a parents mentioned that we need confidentiality surrounding students with Education Assistance, and their names aren't mentioned at the Council Meetings.</p> <p>KS – yes we have apologised and spoken to the parent involved in this matter, we will ensure students information is kept confidential.</p> <p>JDe – also a few parents have asked why communication is different from one year to the next they will have a lot of emails and letters, then not many</p> <p>KS – the minimum requirement for our teachers is to make a fortnightly newsletter to send to the parents. The format for this is up to the teachers. If the parents are looking for more information they are welcome to ask the teacher before or after school. If this doesn't happen they can take it to myself.</p> <p>JMc – the teachers have their own way of formatting the newsletters, for example mine is very basic information the parents need to know. I don't go into too much detail on specific information of subjects they are studying. If they want further information they can email or call in to see teachers.</p> <p>KS – we encourage parents to read the fortnightly newsletter first and if they don't understand see the teacher. If they aren't getting communication to take it further to myself.</p> <p>KS – finally I'd like to again thank our leaving Council members Megan Hudston, Ralph Rullo and Jenny DeMarchi for their great work.</p> <p>KS – is everyone happy to have School council meetings will be twice a term the week after P&C meeting? all yes.</p>
	Next meeting: 25 th March 2019
	Meeting closed: 6.40pm School Council Secretary: Ainslie Lucas