

Minutes of the Buninyong Primary School Council held in the Staffroom, November 28 2016

Present: Bernie Conlan, David Young, Josh Ebbels, Mick Durham, Gareth Smith, Jarrod Sing, Chris McQuie, Damien Coats, Tania McKay, Ange Stock, Pauline Rogers, Catriona Fox & Shaun O'Loughlin & Cindy Armstrong

Apologies: Darren Holland & Paul McVeigh

MOVED: Mick

SECONDED: Josh

ACTIONS to be followed from previous meeting:

- Generic certificate made up to recognise contributions of community members- Ticked off
- Continue work on Child Safe compliance...done
- Follow up student feedback (grade 5 & 6 girls).... Ticked off

Moved : Shaun

Second : Chris

Correspondence

Inward:

- Nil.

Outward:

- Nil

Finance Report-

Tania gave a rundown of the Finance Meeting, with key points being:

- This calendar year we have a projected staffing surplus of \$160,000. \$60,000 to be put away, then \$100,000 committed to the following:
 - \$65,000 for IT...infrastructure such as servers & WAPS, increased bandwidth,
 - \$12,000 on furniture- setting up one end of the BER.
 - \$7000 for PD budget- with a focus on professional learning around orderly & calm classrooms
 - \$5000 for our CRT budget, which we always seem to battle with,
 - \$5000 for Academy 1270 to help us extend our higher performing students,
 - \$2,800 to purchase a Defib (must remember to register it with Ambulance Victoria)

- \$3,200 – Money to be set aside for any of the above that need a little more to get the job done.
- A cash budget has been prepared and was presented. This all looks very similar to our 2016 cash budget.
- A great deal of work has gone into preparing our parent fees and charges for 2017. These have been approved by the Finance Committee and are ready to go out.

MOVED : Chris

SECONDED : Pauline

Report from Leadership – Bernie, Josh, Dave & Shaun presented their reports, which included explanation/discussion on the following:

Bernie:

- Prep enrolments going with the low 70's. We're thinking some outside our zone have thought they wouldn't be able to get in.....we've changed the enrolment page on our website to clear things up.
- School buses- Was to be massive headache in term 4. Our bus runs were reviewed and it was looking like bus fares of \$120 per child per term would be implemented next year, which would have been a big issue for a number of families. The focus has now turned to any new families and all existing families will continue to travel for free.
- Toilet upgrades, profit from the concert has been allocated to an upgrade the toilets. Process has been great as it has highlighted the need for quite a bit of maintenance. Bernie sought the go ahead for the work to be approved as listed in his report....all agreed.

Josh

- PD on calm, orderly classrooms will be the focus for our fourth pupil free day.
- Remembrance Day commemoration was really well done.....well represented by our kids.

Dave:

- Compass (new management system) will be implemented from next year. This program offers a range of application.
- Scott's Coding Club has been very popular.
- Bastow teams are now finished for this year. Focus is now on consolidating and applying their learning into middle leadership roles throughout 2017.

Shaun

- P-2 sleepover was very successful
- Shane has done a great job installing seating along a pathway leading to the new portable.
- Year is finishing off very nicely

MOVED: Mick

SECONDED: Damien

Approval of Excursions

Following excursions presented for approval.

- 5th - 9th December – BPS Grade 3 Swimming (\$56 / student)
- 9th of December – BPS Prep's to Sov Hill (\$4 / student)
- December 12th – BPS Preps to Regent Multiplex (No cost)
- 14th December – Grade 6 Swimming at Eureka Pool (\$5.50 if students haven't paid levy)
- 4th November - Scotsburn P-2 Sleepover (\$5 / student)
- 24th November – BPS P-2 Cross Country (No cost)
- 8th November – P-2 Sports (No cost)
- 24th – 28th November – Grade 1 Swimming (\$56 / student)
- 28th Nov – 2nd December – Scotsburn Swimming (\$55 / student)
- 13th October – PBS Grade 2 Sleepover (\$10 / student)
- 14th October - P-1 Scotsburn to Sov Hill (\$4 / student)
- 24th - 27th October – Grade 3-6 T20 Cricket (\$5 / student)
- 14th – 18th October – Grade 2 Swimming (\$52 / student)
- 12th October – Grade 5 Numeracy Day at MCC (No cost)
- 31st Oct & 7th Nov – Biocats Geelong (No cost)
- 25th October – Grade 6 Ecolink
- 19th Oct – Nov 16th Prep Swimming (\$57 / student)
- 5th – 7th and 12th – 14th October – Grade 6 Melbourne Camp (\$285 / student)
- 12th September – P-6 Scotsburn Tree Planting (\$1 for bus per student)
- 1st September – Drew Petrie Shield (\$5 / student)
- 1st September – Grade 5-6 Basketball (\$5 / student)

MOVED: Catriona

SECONDED: Cindy

AIP / School Strategic Plan

Bernie, Josh and Dave presented a draft 2017 AIP. None of this is new....after our review in 2015, a number of new initiatives were developed and implemented for 2016. The AIP for 2017 outlines an intention to progress and consolidate those key initiatives. Rather than develop a plan for 4 areas as required in the past (Student Achievement, Student Wellbeing, Student Engagement & Productivity), schools are now required to select 2 focus areas. Our AIP for 2017 will focus on:

Improvement Initiative for Student Achievement is focusing on building practice excellence with our teachers. Key areas for attention will include:

- Adoption of whole school instructional model
- A renewed focus on year level teams operating as PLC's with collective responsibility for their students and improvement.
- Refining processes for intervention programs
- Development of a Guaranteed and Viable Curriculum
- Change of approach to the school professional learning to ensure clear delivery of consistent messages aligning with the schools instructional model.

Improvement Initiative for Student Wellbeing is focusing on setting expectations and promoting inclusion. Key areas for attention will include:

- Build the capacity of staff to create a positive climate for learning.
- Build the capacity of students to be resilient, socially responsible and respectful in all of their relationships

School Council endorsed the AIP for 2017.

MOVED: Chris

SECONDED: Cindy

2016 Parent Surveys

Our parent survey results for 2016 were presented and discussed. Key discussion points included:

- Overall the results are very positive for both campuses.
- The area of 'classroom behaviour' & 'student safety' continue as the areas presenting with the lower scores for our Buninyong Campus, which aligns with the student survey results.

Work is underway to support teachers in this area. Our 4th pupil free day in 2017 will focus on this important aspect of our work.

- We discussed the lowish scores for 'student motivation' and have a few ideas to pursue. We also feel confident that the lunch time clubs and Academy 1270 will make a difference.
- The area of 'school connectedness' is interesting for our Scotsburn Campus. Shaun has had a good discussion with his parents to follow up the results.
- Overall the results for both campuses are very positive.....much better than the vast majority of scores.
- It was great to have a strong response rate at both campuses....the call to families was worthwhile.....good to have confidence that the data is representative of the opinions across the school community.

Policy Development

Bernie provided an overview of the Child Safe policy to give everyone a good sense of how the document is structured and key aspects of its contents. At our next meeting we will look at the detail and make changes before endorsing the document. Standard 1 looks pretty much ready to go, as it is direct from VRQA & DET guidelines.

ACTIONS TO BE FOLLOWED:

- Bernie to action toilet improvement works
- Child Safe Standards to be the key work at our December Meeting
- Fees & charges to be sent out to families immediately

Meeting Formally CLOSED at 8:51pm
Next meeting December 12