Meeting Officially Opened at 6:25 pm

Present: Marc Bressan, Lyn Crawley, Rachelle Kregor, Anna Ellam, Karen Russell, Sally Myers, Rebecca Savage, Donna Fogarty, Debbie Westhead, Cheree Yates

Apologies:

Visitors: Courtney Mason, Jan Watkins

General Business:

Marc discussed the norms. Council reviewed

Minutes of Previous Meeting:

Motion that the minutes of the Previous Meeting be accepted as a true and accurate record
Moved: Debbie Westhead Seconded: Lyn Crawley Carried

Business Arising From Minutes of Previous Meeting

Baxter Netball Club: After 3:15 we are unable to stop people/groups from using the school grounds on a casual basis.

Referred to General Business

Additional Items of General Business

Email In:

<table>
<thead>
<tr>
<th>Correspondence</th>
<th>Action</th>
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<tbody>
<tr>
<td>Building Communities: Release of new Parent Payment Policy</td>
<td>Look at the policy at the next School Council Meeting</td>
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<tr>
<td>The Department's new policy brings a stronger focus on transparency and outlines expectations regarding support for hardship and communication with parents. Schools are required to implement the new policy, as part of planning for parent payments, ready for the 2017 school year.</td>
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<tr>
<td>Program for Students with Disabilities (PSD)</td>
<td>Applications have been submitted for three children.</td>
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<td>Current funding allocations have been released and the system should now be reviewed in preparation for Term 3 funding allocation updates, which will be released at the end of this term.</td>
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<td>2015-16 Declaration of Private Interests.</td>
<td>New Principals to complete</td>
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<tr>
<td>The Public Administration Act 2004 requires all public sector employees and other public officials to avoid actual, potential or perceived conflicts of interest. Declarations must be submitted by 10th June.</td>
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<tr>
<td>Election</td>
<td>Assessed as suitable at the start of this year.</td>
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<td>Use of school premises as a polling place 2016.</td>
<td>Seek feedback</td>
</tr>
<tr>
<td>Nationally Consistent Collection of Data</td>
<td>Data to be entered into CASES Friday August 5th.</td>
</tr>
<tr>
<td>On School Students with Disability NCCD.</td>
<td></td>
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<tr>
<td>Planning and Responding to Emergencies</td>
<td>Marc and Courtney will attend</td>
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<tr>
<td>The Department will run three-hour workshops across Victoria to help principals complete their school’s compulsory Emergency Management Plan.</td>
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500 School Breakfast Clubs help Serve up a great education

Youngsters at School Breakfast Clubs across Victoria will consume an incredible 100,000 litres of milk this term alone. The Government’s School Breakfast Clubs program is now running at 500 primary schools, with the final 255 participating schools, including Frankston Primary School, joining the program in Term 3.

Donna is co-ordinating the breakfast Club Program at KPPS

New Grant Application Round for Shade in Victorian Government Schools

The School Shade Grants Program is a skin cancer prevention initiative that provides grants for shade development in Victorian Government schools. Expressions of interest close 5.00pm, Friday 29 July.

Courtney Mason submitted an expression of interest for Kingsley Park.

Victorian Curriculum F-10; Funding for School Planning

Schools will be supported in the implementation of the Victorian Curriculum F-10, as they work to transition to its use from the start of 2017. Initial funding support has already been provided with more support to follow.

Access funding for Planning and PD

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**Correspondence In:**

<table>
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<tr>
<th>Date/No:</th>
<th>From:</th>
<th>Re:</th>
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</thead>
<tbody>
<tr>
<td>26.7.16</td>
<td>Kellie Free</td>
<td>Hire of Hall</td>
</tr>
</tbody>
</table>

**Correspondence Out:**

<table>
<thead>
<tr>
<th>Date:</th>
<th>To:</th>
<th>Re:</th>
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**Business Arising From Correspondence**

Motion to approve the hire of the hall to Kellie Free for the amount of $100 and a $100 bond for the key and alarm fob. Date to be confirmed

Moved: Debbie Westhead Seconded: Marc Bressan Carried

Motion that the inwards correspondence be received and the outwards correspondence be endorsed

Moved: Debbie Westhead Seconded: Rebecca Savage Carried

**Management Report**

**Term 3 2016**

Marc Bressan will be the Acting Principal for Term 3 and Courtney Mason will be the Acting Assistant Principal. Stacey Does will replace Courtney as the class teacher for 101 during Term 3. Stacey is an experienced teacher and has worked regularly at Kingsley Park P.S. including the Extra Steps Transition Program. Scott Gardner will be on long service leave from Week 5 to Week 10 during Term 3. A suitable replacement is almost finalised.

It has been a terrific start to Term 3. The children have returned to school positive and full of energy, ready for learning. There have been lots of happy faces in the yard with many children playing soccer, Tiggy around the school or playing with friends on the play equipment. Please check the lunchtime activities schedule as there are many activities during the 2nd half of lunch including: Art, Chess, Sewing, Sport, Resource Centre and Lego will start again next week.

**Whole School Assembly and Whole School Newsletter**

We have revised the Whole School Assembly and Whole School Newsletter schedule or Term 3. All whole school newsletters will be put on the school Website on the Thursday of Weeks 2, 4, 6, 8 and 10 during Term 3. Whole School Assembly will be held each Friday during Weeks 2, 4, 6, 8 and 10.

**Pink Signs around the School**

Please have a read of the pink signs on external doors around the school. We want to ensure student safety by asking children not to enter the school buildings before and after school or during recess and lunchtime without permission. It is also important for parents to please make appointments with staff if you wish to discuss your child’s progress to ensure that an appropriate time and place can be organised.
Pupil Free Day (Thursday 25th August)
On Thursday 25th August Kingsley Park P.S. will have a Pupil Free Day. The focus of the day will be the new Victorian Curriculum. Staff will utilise the day looking at the different standards for each year level and establish the most effective way to assess and monitor student learning.

Parent Opinion Survey
A number of families will have received the Parent Opinion Survey on behalf of the Department of Education. This survey will provide Kingsley Park P.S. and the Department of Education with feedback. This information is valuable when we consider community links and involvement. Community feedback through surveys provides us with information to help improve the school. The parent survey is one form of feedback but we are encourage parents to discuss any programs running in the school with the staff. We are approachable and are seeking feedback.

Breakfast Club
The Breakfast Club will begin on Thursday 28th August for Years 3 to 6. The following week will be Years P – 2. Our breakfast Club is growing and by the end of the term the goal is to open it up to all Year levels for one breakfast morning. That can only happen with suitable support.

National Data Collection for Students with Disabilities
Staff are currently collecting data for children in each class who have reasonable adjustments made to their program. A letter is sent home to inform parents if their child is included in this data collection and parents have the option to opt out by returning a signed form. This data is to be entered into CASES21 before 5pm on Friday 5th August.

Policies
We have three policies to review at this council meeting including:
1) Discipline Policy
2) Anti-Bullying Policy
3) Fundraising Policy

We will also make reference to the Student Engagement and Inclusion Guidelines.

Facilities
The management of facilities is ongoing in the school. We are currently investigation a number of issues including:
1) The slippery surface on the hall floor. We have spoken to the cleaning company and they are investigating the cleaning products they can use to increase the grip or the need to Strip the floor and recoat.
2) The leaking roof near the staff toilets, the Assistant Principal’s office and the ramp area near the Staff Room. Plumbers have investigated and the Sky Lights are leaking water during rain. We will collect quotes to determine the cost.
3) The playing field - The surface on the Playing Field is in need of repair and maintenance. It was too wet on the holidays to complete this task and the company will complete the task when the weather improves.
4) Soccer Goals – It might be an option to move the current soccer goals to one end of the playing field and add another set at the other end. This will create two small soccer fields alleviating the congestion on the middle of the playing field. There could be a 3 / 4 soccer field and a 5 / 6 soccer field.
5) Garden area near the hall – Neville has created the beginning of the path around the garden area. The small stones will be moved by the children onto the new path, which will be sealed to make a firm surface. Children will soon be able to use this area.
6) P-2 Ball area near Prep Gallery – We will look at the quotes collected to create as ball game area where the old portables were. We will also look at the prices for roofing or shade sails for that area, which might be a goal for fundraising.
School Council

- Our decisions must be in the best interests of the students.
- Developing, monitoring, reviewing and updating policies
- Implement new policies as requested by the Principal
- Developing, monitoring and reviewing the Student Engagement policy. Council’s student behavioural expectations and how it is viewed from the outside. Monitoring the handling of bullying situations.
- Uniform expectations to and from school, during school and enforcing the policy. What is the image of our school?
- Maintaining school grounds and facilities
- Raising money through fundraising
- Obtain quotes and contracts for cleaning
- Regulating and facilitating the after-hours use of the school grounds
- Creating interest within the school community.
- Contributing to and attending school events.

School Council plays a very important role at our school. School Council meets eight times a year as a minimum and some of the key functions of school council are:

- Establishing the broad direction and vision of the school within the school’s community.
- Participating in the development and monitoring of the school strategic plan.
- Approving the annual budget and monitoring expenditure.
- Reporting annually to the school community.
- Monitoring Before and After School Care.
- Establish sub-committees, which will work as action teams.

Professional Learning Community Pilot Program

Kingsley Park P.S. has been selected to be part of the PLC Pilot Program with 60 schools across Victoria. This entails our Executive Team participating in three days of training and Deb Westhead and Courtney Mason attending eight days of training as Instructional Leaders. This pilot project is funded by DET and will allow Deb and Courtney to support our PLC work in classrooms.

Motion that the management report be received
Moved: Debbie Westhead Seconded: Anna Ellam Carried

Finance Report:
Motion that the statement of receipts and expenditure for the period 1st June 2016 to the 30th June 2016 circulated be accepted and recommendations adopted
Moved: Sally Myers Seconded: Rachelle Kregor Carried

Reminder letters will be sent out about the $135 Section C Fee from the booklist.

Motion to remove Barney Burnett as a signatory on the official account and add Marc Bressan
Moved: Sally Myers Seconded: Anna Ellam Carried

Motion to approve Marc Bressan as a signatory for school purchase orders
Moved: Sally Myers Seconded: Lyn Crawley Carried

Motion to endorse proposed GST treatment of fundraising events to be input taxed
Moved: Sally Myers Seconded: Rebecca Savage Carried

Motion to endorse proposed GST treatment of canteen operations to be input taxed
Moved: Sally Myers Seconded: Cheree Yates Carried

Profit and loss statements for 2015 tabled.
Student Leadership Report:
Week 2: SRC students met in the library and they discussed the following:
- Items for SRC magazine – aim to have completed by 30th August.
- Posters for PJ Teddy Day – give posters out Week 2 Friday.
- Setting up a timetable for lunchtime activities for each module – aim to complete timetable and hand out classroom posters in Week 3.

Week 3: Discussed and worked on SRC Magazine.
Finalised lunchtime activities.
SRCs visited classrooms with posters about PJ Teddy Bear Day – Take photos on Thursday.
Ms. Reed to make contact with Frankston Hospital to talk to someone about our fundraiser.

Week 4: Discuss success of PJ Day and organise assembly item.
Ms. Reed to report back about a contact at Frankston Hospital.
Discuss lunchtime activities and SRC Magazine.
Discuss agenda items for next School Council meeting.

Facilities Report:
Motion that the Facilities report be received
Moved: Debbie Westhead Seconded: Marc Bressan Carried

General Business:
Council would like a paragraph put in the next school newsletter about why we do not allow P/1 children to play on the oval. We will also include information about who to speak to if there is a question or a question about why something is in place.

School Shoes: We will be adhering to our current school uniform policy. Children are expected to wear black shoes and must bring a note if they are unable to wear black shoes for any reason. A reminder and a copy of the uniform policy will be included in the next newsletter. Staff will be spoken to so that we are all on the same page.

Motion to approve the Year 4 Camp to the Briars from 31st August to 2nd September
Moved: Marc Bressan Seconded: Anna Ellam Carried

Sub-Committees:
All members of school council must attend all whole school events

School Marketing
Cheree Yates
Rachelle Kregor
(Kate Cox – Teacher Link)
Extra help from Councilor’s will be requested as needed.

School Community / Communication / Information
Hayley Laird
Marc Bressan
Debbie Westhead

Admin
Jan Watkins
Ros Carlton
Jo Gutteridge
KPG / Fundraising
Hayley Laird
Rebecca Savage
Karen Russell
Donna Fogarty

(Jo Abbott)
Extra help from Councilor’s will be requested as needed.

Finance
Sally Myers
Anna Ellam
Marc Bressan
Jan Watkins

Facilities / School Grounds
Sally Myers
Lyn Crawley
Anna Ellam
Marc Bressan

Motion to approve P/1/2 Movie Night to raise money for Relay for Life on Friday 2\textsuperscript{nd} September
Moved: Debbie Westhead    Seconded: Lyn Crawley    Carried

Next meeting: RACV Fundraising
School website
Toolbox Night
Canteen Days/Helpers
Cleaning Contract
Policies

Date for next meeting: 24\textsuperscript{th} August
19\textsuperscript{th} October
16\textsuperscript{th} November
7\textsuperscript{th} December
Committees: 5:30
School Council: 6:00
All present were thanked for attendance
Meeting Officially Declared Closed: 8:08pm
Signed as a true and accurate record

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School Council President

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