## School Council Meeting Minutes
### Success Primary School

**DATE:** 17 Feb 2015  
**CHAIR PERSON:** Sam Nunn

**TIME:** 1518-1641  
**MINUTE SECRETARY:** Sam Nunn

**ATTENDEES:** Sue Knight, Kaye Blackburn, Sam Nunn, Michelle Gilmore, Eva Colic, Dana Kovacevic, Kara Craig, Nicola Da Luz, Claudette Cattanach

**APOLOGIES:** Natasha Pedersen, Tui Lombardi

**ABSENT** Paul Gangemi, Natalie Powell

<table>
<thead>
<tr>
<th>ITEM REF</th>
<th>ITEM</th>
<th>LED BY</th>
<th>DISCUSSION / PROGRESS REPORT</th>
<th>ACTION &amp; TIMELINE</th>
</tr>
</thead>
</table>
| 1        | Conflicts and apologies & preliminary business | Chair | No declared conflicts with noted agenda items.  
Claudette Cattanach attended as visitor and nominee for Board.  
Samantha Young also nominated for Board (but did not attend).  
Dana Kovacevic announced resignation from Board at conclusion of meeting.  
Both nominees unanimously accepted for 2 year terms. | |
| 1.       | Minutes of Previous meeting | Chair | Minutes accepted as true and accurate. Proposed Sue Knight, seconded Kaye Blackburn | |
| 2        | Establishing and reviewing School objectives, priorities, | Chair | Board terms of reference  
• Sue Knight went through terms of reference so as to give direction for the council in 2015. Document circulated for consideration of role and function of Board. Terms of reference also set timetabling for | Sue to fwd Sam electronic copies of terms of reference and Constitution for drafting together. |
### Policy Direction

**IPS UPDATE**

- Annual matters for Boards attention (ie annual review of dress codes etc, annual approval of voluntary contributions & charges etc)
  - Document to be discussed and considered for finalisation at next meeting. Upon ratification document to be put on website.
  - Sam suggested morphing document with the relevant parts of our existing constitution. Consideration to be given to amplifying Board and School values into this document as well.

**IPS Transition**

- Business plan is underway and being finalised by Sue. Sue had sample business plan from other school setting out plan and strategic goals etc – obviously a high end polished document and SPS should be aiming to do the same.

**Board members and terms**

- All members confirmed in their positions and accepted for preferred terms:
  - Sam Nunn – 3 years
  - Eva Colic – 2 years
  - Michelle Gilmore – 3 years
  - Kara Craig – 3 years
  - Sue Knight – 3 years
  - Kaye Blackburn – 3 years
  - Nicola Da Luz – 3 years
  - Claudette Cattanach – 2 years
  - Samantha Young – 2 years
  - Tash Pedersen – unknown TBC
  - Paul Gangemi – unknown TBC
  - Tui Lombardi – unknown TBC
  - Natalie Powell – unknown TBC
  - Dana Kovacevic – n/a

Noted that the preponderance for 3 year terms may lead to a succession vacuum in 3 years but it is likely that members will re-nominate or extend

Sam to circulate for consideration prior to next meeting.
<table>
<thead>
<tr>
<th></th>
<th>School Budget Update</th>
<th>Sue Knight</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td><strong>Current budgets are less than initially predicted largely due to a shortfall coming in in respect of ed support kids who have not been assessed at the levels we recommended them. Appeal for reconsideration has been raised in respect of this but there is no guarantee that this will occur.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>IE SPS assessed some kids as level 4s ($42 K) however the funding provided for these was at level 1 ($10 K). This is halved again for those ed support kids in kindy as they are on a 50% attendance (5 day fortnight)</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>SPS has combated some of this shortfall by keeping 8 FTE positions as fixed term positions for term 1 only and have juggled money from some areas but we are still underfunded.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Student numbers are currently under capacity and we will not get $$ for those places. Accordingly, across the board we seem to be 1.5 FTE overstaffed.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>EA positions are also overstaffed as well at present and some EA workloads / duties may have to change to suit operational budgets. Sue considers SPS has the right amount of permanent EAs but fixed term EA rosters will have to be changed.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Engaged in completing census for student centred funding but we will not see any any of the final $ until late Feb.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Noted that SPS has 5th highest budget of any PS in state (largely due to ed support programme), of which $8 000 000.00 is allocated to salaries and $590 K allocated to operational needs. On Sue’s calculations we thought we had a lot more to play with but based on last years operational expenditure this has been cut down to $90 K.</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Camp Australia</strong></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Contract renewed for with deed of licence and CA moved to new area to release the Ed Support classroom for use. Contract renewed at $25 K for 2 years (from $18K for previous 2 year term).</strong></td>
<td></td>
</tr>
</tbody>
</table>
Sam observed that it might be appropriate to liaise with PC as to fundraising given projected shortfall on budget. Sue to liaise with P & C.

<table>
<thead>
<tr>
<th></th>
<th>4</th>
<th>Evaluating School Performance</th>
<th>I</th>
<th>nil.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th></th>
<th>5</th>
<th>Codes of Conduct</th>
<th>Principal</th>
<th>Sports code of conduct</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Kara Craig raised issue of whether SPS has a sports policy/code of conduct that promotes resilience and competition rather than being set at a level of participation only. Matter raised as sport seems to be a take it or leave it option rather than something all kids have to participate in. Sue advised that the issue of sports competition and exposing kids to the realities of healthy competition is something that the school is addressing not only in sport but at wider levels as well (for example, at present not every kid will receive a merit certificate during the year). As school has this on its radar to address in 2015 matter left to lie and see whether this pans out as expected. If matter does not develop of address current concerns then matter can be revisited at Board level and to see if we need to take this further a s Board matter to the SPS community.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Dress Codes</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>• Dress codes have been revamped as approved at prior meeting. Some formatting changes have not been accommodated but this is cosmetic more than anything. These will be placed on website soon and will go out with the handbooks to be sent out next week. Some wording still leaves room for improvement but these need to be actioned and these will placed on terms of reference timetable for discussion / reconsideration towards end of year.</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Kindy hats</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Sam to include for revisiting in future agenda (term 3?)</td>
</tr>
<tr>
<td>Category</td>
<td>Principal</td>
<td>Task</td>
<td>Details</td>
<td></td>
</tr>
<tr>
<td>----------</td>
<td>-----------</td>
<td>------</td>
<td>---------</td>
<td></td>
</tr>
<tr>
<td><strong>Promoting the School in the community</strong></td>
<td>Principal</td>
<td>Targeted recruitment to Board</td>
<td>Sam and Sue have considered inviting Mr Singh of Woodside who presented an award at last years awards ceremony and has children at the school to consider joining the Board. No objection to Mr Singh being approached.</td>
<td></td>
</tr>
<tr>
<td><strong>Personal items list / Voluntary contributions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>General Business</strong></td>
<td>Principal</td>
<td>Council member biographies</td>
<td>All generally happy with bios - Kaye wishes to re-do hers – provide further photo. New members and those who have not yet provided theirs to do so asap. However, bios will be going up soon and can be amended if required.</td>
<td></td>
</tr>
<tr>
<td>Solar panels</td>
<td></td>
<td></td>
<td>Nicola advised these have been turned on since last half of 2014 however Sue has as yet bene unable to locate relevant utilities to see what they have saved us.</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Sue instigating a “power ranger” economy drive through the students – this will impact on excess consumption and hopefully have a</td>
<td></td>
</tr>
</tbody>
</table>

*School Council Meeting – 10 June 2014*
positive budgetary effect.

Minutes secretary roster

- Sam proposed this be done on alphabetical order (with Sam doing 1st minutes). All in favour. Roster is as follows. If duty secretary misses meeting, next available in line fills in.
  - Nunn
  - Blackburn
  - Cattanach
  - Colic
  - Craig
  - Da Luz
  - Gangemi
  - Gilmore
  - Knight
  - Lombardi
  - Pedersen
  - Powell
  - Young

Meeting schedule – motion on notice, change meeting time to 1830.

- Tash Pedersen moved meeting times be moved for majority of meetings to 1830. Tash ceded her proxy on matter to Sam.
- Motion debated. Consensus seems to be that proposed time may suit some but nevertheless is inconvenient for others. Board generally has before it as an outstanding agenda item from 2014 to schedule some meetings at other times to make meetings more accessible to wider SPS community. However, no alternate time had been decided as yet and in any event this was to be an occasional meeting, not the majority of them.
- Matter put to vote. Of those present 1 in favour, 9 opposed. Motion not passed
| 10 | Any other business | Sue Knight | Closure of South lakes pool and swimming classes.  
• South Lakes pool closes in 2016. Currently there is a proposal from schools in cluster to explore doing swimming lessons at Coogee / South Beach. Current information is that the new leisure centre (at Dockers facility) will not accommodate swimming lessons or the new pool will not be open in time (2017). Proposal for ocean swimming not met with enthusiastic reaction. Sue to liaise with Ian at Jandakot (principal) to discuss terms of the proposal. | Sam to contact Council and check status and report |
|  |  | Eva Colic | Ipad information  
• Eva queried position in respect of ipads for students. Policy now on website and hard copy information already gone out. Eva queried how these devices would be used with noisy apps like school bo etc. Claudette advised that it was envisaged that those kids allowed to use devices to access such sites as rewards wojudnt be at “work” areas but away from students doing work and tat headphones for these devices will become a book list item. |  |
|  |  | Sam Nunn | Parking  
• Sam raised issue of parking again. Sue has raised in newsletter and has had staff out on the kiss and drop. | Sam to call Ranger for blitz on illegal parking |

**NEXT MEETING:** 17 March 2015, 1515  
**MEETING CLOSED:** 1641  
**SIGNED:** 17 February 2015  
**CHAIRPERSON**
Sue Knight, Kaye Blackburn, Sam Nunn, Natasha Pederson, Paul Gangemi, Michelle Gilmore, Eva Colic, Kara Craig, Tui Lombardi, Natalie Powell, Claudette Cattanach, Samantha Young