**SCHOOL COUNCIL MEETING AGENDA**

**Monday 16th March at 5.30pm**

|  | ITEM | DETAILS /COMMENT | ACTION | WHO / WHEN |
| --- | --- | --- | --- | --- |
|  | Documents Issued | Meeting Minutes for Meeting 26 February 2020 DRAFT  National Quality Standards for Early Childhood Education Report. |  |  |
|  | Meeting Opened | Chair: Mark Wallace  Opened 5.35pm |  |  |
| 1 | Welcome / Apologies | Present: Mark Wallace, Bennet Andrews, Ian Bersan, Sheryl Daniels, Carly Davis, Dianne Rose, Nick Vuckovic Jenny Beer, Breanna Young  Apology: Tamara Milford |  |  |
| 2 | Conflicts of Interest | BY is a close friend of Nicole Ireland-Naughton in relation to item 10. |  |  |
| 3 | Minutes of Last Meeting | Meeting held on 26 February  Amendments: CD to be included in the attendees.  Passed: Bennett Andrews  Seconded: Dianne Rose |  |  |
| 4 | Correspondence Received | Nil. |  |  |
| 5 | Council election | Council discussed the community nomination from Brenton Burge. IB discussed the benefits of having community representation and also the need for a member with finance experience if we are moving towards IPS status. Also discussed was the ability of Council to engage community members on a temporary basis if the need required.  MW moved the motion that we decline the nomination from Brenton Burge at this time.  **Council unanimously passed a motion to decline nomination from Mr Burge.**  IB held discussion with JB regarding retaining her position on the School Council. This would help cement the positive working relationship between the P&C and the School Council. JB has agreed to remain on Council. | Notify Mr Burge of Council decision. | IB/MW |
| 6 | Covid-19 response | IB advised that the school was implementing the measures required by the Department of Education based on Department of Health advice. This included 3 updates sent each week to parents, the next to be sent out on 17 March.  Changes were happening regularly and most events for the remainder of the term have been cancelled. Harmony Day would take place but without the assembly.  Council agreed the School Disco should also be cancelled.  The school did not receive its supply of hand sanitiser ordered in January. The school was requesting parent assistance with sourcing hand sanitiser. |  |  |
| 7 | School website | The School Website is currently down and we are in the process of developing another website.  Massimo Galardi – a parent at Lathlain Primary School belongs to a web development company, Next Learning, which has produced a number of school websites – West Leederville PS and Port Kennedy Primary School. The site is a template design and the content management system is based on WordPress – a ubiquitous CMS used by many schools.  We have the school domain name, Lathlainps.wa.edu.au - Management of the site should be easier due to WordPress’ popularity. - Responsive web design for different platforms/devices/browsers - Multilingual access built into the site.    Prices for the site include: - $5 100 for the full development of the site - Website hosting - $50.00 per month - Care plan $99.00 per month (recommended by developer)  There is another developer -Millstream. It does not use Word Press and may not be as user friendly as the other option.  Council supported progressing the template design considering the costs fair and reasonable. |  |  |
| 9 | School Culture survey | The survey closes this Friday March 20 2020 10.00pm AWST. There are 69 completed surveys, hopefully more to be completed by the end of the week.  Incentives have been provided – 3 family passes to a cinema and faction points for the families that have completed the survey.  JB advised that Class Reps had also sent out the survey reminder. |  |  |
| 10 | Toilet beautification Project | Information regarding Nicole Ireland-Naughton’s (parent) project proposal.  Nicole is a Year 1 mum and physiotherapist wishing to put forward a plan to improve toilet facilities in the school.   * P&C have approved $2000 for the project. * Administration have contacted Capital Works with DoE – we are not on the list for refurbishment of toilets but admit some work could be needed in the Pre-Primary toilets. * Estimates for tiling, new toilet pans was between $11-14,000. Partitions upgrades were not included. * DoE - If parents want to carry out the work, they can’t do too much more than patch/paint or replace seats. Anything substantial would need to go through BMW. * Nicole would like to send out a survey obtaining feedback from students might want to be done.   IB moved a motion for Council to approve sending the survey to parents to ascertain students’ feedback.  **Council unanimously passed a motion in favour of sending out the survey to ascertain students’ feedback.** | Progress with Toilet Beautification survey | IB |
| 11 | NQS Report | IB took Council members through the National Quality Standards for Early Childhood Education Report. It covers Kindergarten to Year 2. Schools can submit a self-assessment or it may be audited. The school requested an audit which took place in November 2019.  The Audit report determined the school had ‘met’ 4 of 7 standards and was working towards the remaining 3 standards. The auditors noted effective school governance, community engagement, staff collaboration and programs that support students’ wellbeing and transition into school.  Staff acknowledged the feedback in the areas assessed as ‘working towards’. It was felt that some items could have been addressed if they could have spent more time with the auditors. |  |  |
|  | Finance Update | IB presented the financial update.  MW asked if it was possible to provide additional information in these reports which might include other years for comparison and further detail about the expenditure. | Investigate alternative formats for financial reports. | IB for next Council meeting |
| 12 | General Business | 12.1. Bennett’s term on Council has concluded. MW expressed his gratitude to Bennett for his significant contribution and valued perspective on matters raised at Council over the past two years.  12.2. BY asked about the letter for Cathy’s retirement. BA sent email to MW to progress.  12.3. Meeting dates were discussed to ensure Council had an opportunity to review the school culture survey findings before the next IPS development day. | Letter for CO retirement | MW |
|  |  | Close: 7.23pm  NEXT MEETING: 16 April – Noting that this may change |  |  |