Minutes of the meeting held on
Wednesday 28th October 2015

1. Welcome and Apologies

Present: Mel Baak, Sam Wurst, Anita Hook, Anne Franks, Karena Wilson, Nathan Arbon, Ingrid Combe, Kylie Sawley, David Tilbrook, Jocelyn Thomas

Apologies: Julie Rackham, Jo Wilsdon, Lesley Nitschke

2. Confirmation of minutes of previous meeting

Moved by Karena (with name corrections), seconded by Kylie Sawley. All in favour.

3. Business arising from previous minutes

a. External Review Report

i. Discussion on the review was held. Anne reported that they are working on children with accelerated learning achieving higher levels and would like to see more progress here.

ii. Supporting quality learning outcomes, the best way is to get consistent feedback throughout the entire year rather than just in the reporting process twice a year. Anne and her staff will be discussing on how to implement this.

iii. Build the capacity of staff to give feedback in more forms, no longer just oral feedback, but in writing as well to help the students understand what they need to do to earn higher grades.

iv. Brooke raised a concern about the NEP’s perhaps needing to be reported on more regularly than twice a year since the report has addressed this. Anne has advised that the NEP’s will be set up in term 1 of each year and will be a running document throughout the entire year so more reporting is not required.

b. Condition of Sports Equipment

i. Anne has discussed this with Tim Lundie and he is aware of the state of the equipment, they are very popular during breaks so do get a good workout. Anne and Tim are discussing ideas of how to raise the feeling of responsibility of equipment by both staff and students to help them be treated in a respectable manner to help their life span. Tim has requested a bigger budget to replace damaged equipment.

b. Road Safety, new lines have been painted which are confusing. Sign posts have been erected but with no signs as yet. Concerns raised over the garbage trucks still coming at school drop off time. Anne will call council again and request the timetable be changed as this is dangerous for students. Mel Baak to contact Viola in Whyalla (Waste Management)

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d. Rowan Ramsey Award nominations have been put forward to his office

e. Geoff Brock Award – Brooke still to organise this.

f. Delegation of signatures, addition of treasurer has been added as per previous minutes.

4. Correspondence
   a. Received certificate of affiliation for SAASSO. No action required.

5. Principal’s Report
   a. Presented by Anne Franks, Please see Attachment A.

      Discussion held. Anne explained the meaning behind our Level 4 DECD standing which
      gives us our classroom size of no more than 26.

   b. Concerns raised over PAT Maths results for Year 3 being so low. Anne has already
      implemented a strategy with Megan Smart working in maths lessons to assist students
      with the hope of improving learning outcomes.

   a. Presented by Jocelyn Venning, Please see Attachment B

      Spending is slowing down as is normal in the final term of the year. The salaries are still
      out but this will be managed and be back on track.

   b. RAAP Funding is being renegotiated currently

   c. Mel raised a concern over the $27000 deficit being predicted at the end of the financial
      year under expenditure of Non-Budget Expenditure and Non Budgeted Grants Income is
      also a projected deficit. Jocelyn and Anne to clarify with Caroline and report back.

   d. Bad Debts are at $2029.48 which is 6 families School fees, they are progressing through
      the process. Jocelyn moving that we send these debts to the Debt Collector. Sam
      seconded and all in favour.

7. Education Committee Report
   a. Presented by Anne Franks, Please see Attachment C

      Education Committee presented an updated Safe Schools Procedure, Moved by Kylie
      Sawley, seconded by David. All in favour.

8. Staff Report
   a. Presented by Ingrid Combe, Please see Attachment D

      Staff have agreed to present their term overviews at the week 3 Governing Council
      meeting and to follow up in detail the progress of each overview in each class. Ingrid

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presented the overviews to Governing Council tonight for all classes including the science program in junior primary which isn’t necessarily sent home.

b. Concern raised over the sun smart policy being enforced while on excursions during the summer months to ensure students are still sun smart even when out of the school environment. Anne to take to staff meeting to remind all staff.

9. Grounds/Building Report
   a. ANZAC Committee are making plans for garden and seating area outside of hall and have sought funding from Reflections to assist.

10. Kindy Report
   a. Presented by Karena Wilson
      i. Karena has been advised they were not successful in the $300,000 grant for Kindy’s which Karena had applied for. They were in the final 3 sites but unfortunately missed out. They have offered a day with Simon Hutchison within the Kindy to help design aspects of the card or a pop up set up on nature play. Karena has accepted this offer
      ii. Kindy is currently re-designing its logo and is trying to incorporate the nature play philosophy of the current kindy.
      iii. Working on the kindy’s new philosophy statement as well. Karena is involving families and community in this
      iv. School Transition is underway, first one was today which was successful. Reception will now be called Foundation, the new teachers have been announced and Karena is working with these staff (Gabrielle Crouch and Avril Clogg will teach a straight Foundation Class next year which will have 23 students) These staff members attended training recently at Port Pirie called “The Nest” which focused on education with 3-8 year olds
      v. Karena has been participating in the Autism training with the school
      vi. Graduation and Xmas Party will all be on one night this year to assist extended family to attend
      vii. Thank you to the school for their assistance in the Kindy Market. This market will not be held for another 3 years. $1500 was raised this year as numbers were low due to conflicting events in the region.

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viii. Numbers for next year are 22 confirmed students. With just one or two more students enrolled they would be entitled to an additional teacher.

11. Parent Club Report

a. Budget presented by Brooke Hodgson, Please see Attachment E with new figures of fundraising entered. Total funds available is $10912.37

12. SRC Report

a. Presented by Anne Franks. Please see Attachment F

13. Round Table / Any other business

a. Vision Process
   i. Discussion held and brainstorming done to come up with ideas and words that mean the most to our school. Education Committee to pull the ideas together in a way that can be surveyed to the wider community to assist Education Committee in implementing a new School Vision for Crystal Brook Primary.

b. Partnership Student Free Day – 19th February 2016
   i. James McDonald will be hosting this event hosted at Crystal Brook Primary School Hall which will provide a catering opportunity for parent club also. Anne moved, Kylie seconded all in favour.
   ii. For the school magazine, request made that Parent Club Report, Op Shop Report, Principals Report, Chairperson Report, Brooke to email details of governing council members to Jade Inglis.

14. Next Meeting Date  Term 4, Week 8 Wednesday 2nd December 2015