

Action and Agreement Record – School Council

Date:	25 th July, 2016	Time: 7:00	Duration:	Location: RHPS
Meeting Objective	School Council - As representatives of our school community, our purpose is to collectively work towards achieving our whole school goals.			
Attendees	Barb Adam, Ender Bingol, Remco Burgers, Kristy Burrows, Serap Filiz, Derya Kucukali, Patrick Lynch, Heyam Masri, Narelle McCaffrey, Sebastian Naselli, Ali Sahin			
Apologies	Sandra James,			

Actions and Agreements				
No	What	Moved by	Seconded by	Person Responsible
1	Welcome			
2	Business arising from last meeting Acceptance of minutes from previous meeting	Remco	Kristy	Sandra
3	Correspondence Incoming: From the VPA – Principals Day Friday 5 th of August, 2016 Outgoing: NIL			

N

4	<p>Principal Report (Barb)</p> <ul style="list-style-type: none"> Enrolments – 50 Prep enrolments at this stage for 2017. 12 enrolments across the school within the last week. Staffing – Angela T will be leaving us for Maternity Leave. Her position has been advertised and will close within a week. Child Safety Standards – RHPS is in the process of meeting the requirements through the VRQA. Draft policies have been sent to school council to review. Staff will be receiving PD around suggested policies/areas of the standards. Draft RHPS Child Safety Standard Statement – ‘The RHPS community is committed to the safety and empowerment of all children’. This is still to be reviewed by staff. <ul style="list-style-type: none"> * Policies may need to be reviewed and ratified annually. ** School has ratified current Child Safety Policies. <ul style="list-style-type: none"> - Duty of Care Policy & Procedures - Mandatory Reporting Policy and Procedures 			
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	<ul style="list-style-type: none"> - Incident Report - Strategies to Identify and reduce the risk of Child Abuse - Procedures when an allegation of child abuse is made - Commitment to Child Safety Policy - Child safe code of conduct <p>Principal's Report to be accepted</p>	Heyam	Narelle	
5	<p>Finance Reports</p> <ul style="list-style-type: none"> • Presentation of June reports • Balance Sheet and Operating Statement Signed • Bank Account Movements • Cash Payments Report • Cash Receipts Report • Cash Flow • Annual Sub-Program Budget Report <p>Finance reports to be accepted and the accounts listed as paid to be approved</p> <ul style="list-style-type: none"> • Endorse Schools Cash Handling Policy – School Council has endorsed. • Add Patrick Lynch as a signatory – School Council has approved. <p>Additional Finance Reports from 1.1.2016 to 30.6.2016</p> <ul style="list-style-type: none"> • Cancelled Receipts • Cancelled Payments • Journal Report <p>Present Financial Audit Report 2016</p> <p>The treasurer's report as presented be accepted and the accounts listed as paid to be approved.</p>	Derya	Serap	
6	<p>Curriculum Report</p> <ul style="list-style-type: none"> • Camp Update • Learning Walks for School Council members – Preferences: Am. Pat to send out proposed dates. • uEducateus program – Online Platform. Attendance package purchase for remainder of 2016. Aim to purchase and roll out entire package in 2017. • Community garden – Masters to supply some garden goods. Location: Removed potable areas. • Breakfast Club – Commenced week 2 of this term. Next term for Breakfast to be open 			

	<p>2 mornings a week (Tues & Thurs).</p> <ul style="list-style-type: none"> • Success celebration for term 4 – Culmination of our school Values and the Arts programs to celebrate 2016 – Thurs 8th Dec Twilight event. <p>Upcoming excursions</p> <ul style="list-style-type: none"> • Grade 2 – Lego Ex Wednesday 17th August, cost \$20 – School Council Approved. • Grade 1 – Dromkeen Historical Homestead Ex Term 4, 2016 – School Council Approved. 	Ali	Narelle	
7	<p>Out of School Hours Program Report</p> <ul style="list-style-type: none"> • Purchase of equipment – School Council Approved 			
8a	<p>Fundraising</p> <ul style="list-style-type: none"> • N/A • Budgets will now need to be prepared for each event. • Leah (Canteen) to arrange Father's Day stall similar to Mothers Stall treats. Heyam to liaise with Leah. 			
8b	<p>Facilities</p> <ul style="list-style-type: none"> • Removals • Oval surface 			
8c	<p>OH & S</p> <ul style="list-style-type: none"> • Evac Drill scheduled for later this term.. 			
8d	<p>Sub- Committee Reports as presented to be accepted.</p>	Kristy	Ali	
9	<p>General Business: Nil</p>			
10	<p>Date of next meeting: Monday 5th September, 2016 Agreement:</p>			

Meeting closed: 8.30pm

Special Note: If you are unable to attend a School Council Meeting it is essential that you contact the school (Phone 9305 1688) on the day of the meeting **before 12 noon**. This will enable us to cancel the meeting if we cannot make a quorum.

Roxburgh Homestead Primary School Values

INTEGRITY

Learning

To us, this means the acquisition of skills and knowledge

Professionalism

To us, this means a responsibility to carry out our duties as educators

Cooperation

To us, this means working together to achieve common understandings and goals

Behaviours demonstrating these values include:

- Treating all with respect
- Treating others as I expect to be treated
- Supporting all school processes, programs and policies
- Collecting, evaluating and basing decisions on data
- Self assessing as an individual, team and whole school
- Sharing resources, knowledge and skills
- Acting as a mentor and positive role model
- Creating a positive friendly working environment
- Recognising and celebrating effort and success
- Communicating effectively with students, colleagues and the wider community
- Asking for, accepting and providing honest and constructive feedback
- Striving for consistency and fairness in all aspects of our work
- Having common understandings
- Listening to others with an intent to understand
- Being punctual
- Participating in decision making processes when appropriate
- Conducting programs to meet student needs