MINUTES
Meeting held Monday 22\textsuperscript{nd} March, 2010
6.10pm

Attendance:
Anne Hewson Soula Tsilimos
Jo Crouch Poppy Kostantakis
Sue Szalay Kathy Stevenson
Narelle McCain

Apologies:
Shelley Ashton
Pip Hooper

1. Minutes from the Previous Meeting

Minutes were unanimously accepted.

2. Correspondence

Nil – this section to be taken off the agenda as we do not get any correspondence.

3. Principals Report to the School Council

a) The construction is a little behind at the moment. They estimate a September 2010 finish. They should be pouring the concrete floor for the classrooms this week. Anne has weekly meetings with the managing group and the communication is good.

b) National school pride painting is not going so well. We are now up to week 18 out of a 3 week program! The new finishing date is 22/4/2010. The original painters were terminated at the end of January. New painters did the admin & toilet blocks however these are not up to standard. We now have another painter starting. They are working during the night (4pm-12am & 3am-7am) so they do not disrupt classes.

c) Annual School Report is due to be submitted at the end of next week. Poppy to write a School Council report and Sue to write a P&C report. From last year’s report we had to: i) Implement new values – this has been done and Anne is sending out surveys to the parents and students of years 4, 5 & 6. Surveys to go out on Tuesday and back on Friday. ii) Teachers use and confidence in the interactive white boards – this is being assessed and iii) School website – we have decided to roll this over to this years’ report because it didn’t become active until this year.

d) Staffing Vacancy – because Ruth Burns (who has been on maternity leave) has taken a transfer we, now have a permanent vacancy. There were no priority transfers that fit our requirements so it has now gone into the Employment Pool for those teachers who are seeking permanent employment and

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who have the codes we require and want to work at CPPS. We now have to interview which means we have to set up a panel. Anne Hewson will be the convenor & Principal Rep, Jo Crouch will be the teacher rep and Sue Szalay will be the P&C rep. The ad has gone out and Anne thinks that we have to have the whole process finished by the end of this term which means next Thursday. Anne to speak to staffing to see if we can extend this to after the holidays. We need to look at getting a couple more parent reps accredited.

3. Refurbishment of D Block. Once the new library is finished, Anne would like to return the old library to a Classroom and a small groups room and leave the computer room as is. Then downstairs, split the 3 classrooms into 2 larger classrooms and add wet areas. So, how do we do this? It was discussed at length and agreed that: i) Anne would get approval for this to be done at the Schools’ cost. ii) Anne would get quotes. It was agreed that there is no need for a submission at the moment. Sue would like to run a Building Fund Drive in Term 2 and state what we are planning to do with the money. A discussion was held on what to spend the building fund money on. It was agreed that the priorities are: A covered awning/shade cloth for F Block; ii) Whirlygigs for F, G & I Blocks; iii) Refurbish D Block starting with making the old library space usable. Poppy is going to research curtains that darken and reflect heat.

4. Anti Bullying Policy. Pip sent an email to Anne with some recommendations which were:

We think the current policy addresses the Departmental plan but a couple of things are missing or could be expanded:

1. We do not include SMS, email and camera phone technology in the definition of bullying and the Department’s policy does.

2. Managing Bullying – this probably needs to be expanded to include the procedure for communicating bullying behaviour with more detail on frequency of communication/style of communication to the community on how to manage bullying.

3. Our strategies for reporting and intervening do not reference or communicate Departmental appeal procedures, the Department’s policy does.

4. The Policy does not go into how the school will monitor and evaluate bullying – whilst it is probably being done, the policy should reference how it is analysed and evaluated and how this is reported.

Overall, we think our policy is probably OK for now and would probably get through but a community review/consultation should be done early next year.

Anne presented plans/policies from Kareela PS and Sylvania Heights PS. All agreed that the Kareela PS Plan is excellent. Anne to get approval from Kareela’s Principal to use it as ours however, we will add a section on the Departmental appeal procedures. Anne to include this from the Department’s policy. Anne will also add onto our website relevant parts of the Sylvania Heights Anti Bullying Policy.

2010 Meetings –10th May (AGM), 21st June, 26th July and 8th November.

Meeting closed at 8.05pm