MEMBERSHIP:

<table>
<thead>
<tr>
<th>Name</th>
<th>Membership</th>
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<tbody>
<tr>
<td>Bruce Fogarty</td>
<td>Official – Principal</td>
</tr>
<tr>
<td>Soraya Bews</td>
<td>Official – P&amp;C President</td>
</tr>
<tr>
<td>Raelee Milne</td>
<td>Elected Staff (2013-15)</td>
</tr>
<tr>
<td>Sandra Davis</td>
<td>Elected Staff (2013-15)</td>
</tr>
<tr>
<td>Ashley Proud</td>
<td>Elected Staff (2014-16)</td>
</tr>
<tr>
<td>Sally-Ann Summers</td>
<td>Elected Staff (2014-16)</td>
</tr>
<tr>
<td>Angela Turner</td>
<td>Elected Parent (2013-15)</td>
</tr>
<tr>
<td>Paul Johnson</td>
<td>Elected Parent (2014-16)</td>
</tr>
<tr>
<td>Debbi Robertson-Stainsby</td>
<td>Elected Parent (2014-16)*</td>
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* Mrs Debbi Robertson-Stainsby is an ‘Appointed Member’ until 30th June, 2015. Following a School Council election, the new ‘Elected Member’ will conclude the term of 30th June, 2016.

SCHOOL COUNCIL MEETINGS:

- Tuesday 17th February, 2015. 7pm – 8pm. School Staffroom.
- Tuesday 17th March, 2015. 7pm – 8pm. School Staffroom.
- Tuesday 12th May, 2015. 7pm – 8pm. School Staffroom.
- Tuesday 11th August, 2015. 7pm – 8pm. School Staffroom.
- Tuesday 13th October, 2015. 7pm – 8pm. School Staffroom.

* Please advise both School Council Secretary and Principal by email, if members are unable to attend a meeting.

MEETING MINUTES:  
TUESDAY 12th May, 2015. SCHOOL STAFFROOM. 7.00PM-8.00PM.

Quorum: (Minimum of 7 members) requirement met with 8 members in attendance.

1. Welcome – By School Council Chairperson

2. School Council Membership  Apologies

3. Confirmation of Minutes of previous School Council Meeting

- Confirmation of previous School Council Minutes dated 17th March, 2015.
- Moved by Sally-Ann Summers.
- Seconded by Paul Johnson.

Decision: Endorsed by all members.
4. Business Arising from Minutes of previous School Council Meeting

- Responsible Behaviour Plan for Students – Focus Questionnaire. Progressively continuing into 2015.

5. Correspondence

- Nil

6. Business Arising from the Correspondence

- Nil

7. Reports

- Nil

8. Motions on Notice

- To be placed at next School Council Meeting (11th August, 2015).
  School Councils should adopt the ‘Model Constitution’ which has been approved by the delegate of the Director-General. The ‘Model Constitution’ closely reflects legislation to appropriately guide School Council operations. The ‘Model Constitution’ should not be modified other than by choosing the options (shaded text) and variations provided. Where the ‘Model Constitution’ is modified, approval must be sought from the Director-General or his delegate. Notice of meeting to consider the proposed amendment must be given at least 30 days before the School Council Meeting.
  - That the McDowall State School Council adopt the ‘Model Constitution’ as the Constitution.
  The Model Constitution is published on the school website for perusal.
  The Principal will consult with EQ regarding the meaning of P&C Association Constitution changes and their possible intent / effect on the term, ‘Elected Parent Members’, eg. Community or P&C Association?

9. Published Meeting Agenda

Minutes are recorded as brief, dot point statements and will not be a detailed summary of School Council discussion. Minutes will record each motion placed before the School Council and in preference will record unanimous endorsement. If not, a vote will be recorded. (For and Against and Result.)

- School Council Elections 2015-2016 (5mins)
  - School Council Elected Member/s Nominations open 12th June, 2015.
  - School Council Elected Member/s Nominations close 26th June, 2015. (Amended to 13th July, 2015)
  - School Council Elected Member/s Election 29th July, 2015.

There have been some changes to both School Council and P&C Association Constitutions that relate to elections. When School Councils were first established in 1998, parent elected members were drawn from the P&C Association so the parent election was conducted during a P&C Association Meeting. When School Council Constitutions were revised in support of IPS Schools, parents and community members did not necessarily need to be P&C Association members to be School Council members so elections were best conducted independently. The latest P&C Association Constitution appears to favour a return to a similar procedures to that based in/around the P&C Association. The Principal will seek further advice from EQ Central Office.

- School Council Elections 2015-2016 Returning Officer is to be: Ashley Proud and Paul Johnson.
- Elections: Either 28th or 29th July between 2.30pm and 7pm.
  Staff = Staffroom from 2.30pm-3.30pm (Meeting adjourned) Parents = K Block from 6pm-7pm.
  Staff and parents may elect to cast a ballot during either time period.

- Moved by Soraya Bews.
- Seconded by Debbie Robertson-Stainsby.

**Decision:** Endorsed by all members.
Responsible Behaviour Plan for Students

- Members referred to the McDowall SS Student Responsibilities Booklet 2015. Principal provided a general overview and members were asked to provide comment / feedback on the contents.
- Members referred to the School Council Focus Questionnaire (forwarded from previous meeting) from the base of page 5. Principal requested comment / feedback on the list of misbehaviour and associated recommended staff actions.
  - At base of page 6 … Reference to Recess Withdrawal. Should read one incident = SRL 2+.
  - On page 7 … Reference to vandalism. Question: To what does this relate? Property or belongings?
  - On page 8 … Reference to smoking, drugs, etc. Members expressed clear expectation that McDowall SS is to maintain a very high standard and such issues should not be tolerated. Eg. Formal suspension should be imposed.
- Further to these misbehaviours, Principal requested that all members provide comment / feedback on what misbehaviours they believe should warrant the imposition of (a) 1-5 day enrolment suspension (b) 6-20 day enrolment suspension; and (c) student exclusion. Base of page 8.
- Members are asked to provide comment / feedback on the ‘Summative Rating A-E for Behaviour Matric. [Student Progress Report] Pages 9-10.

Decision: Principal to review before next meeting.

Responsible Behaviour Plan for Students – Next Meeting

- Principal requests that members refer to page 10-12 and provide comment / feedback on student, staff and adult behavioural standards (described as observable actions) that are expected in:
  - Classrooms
  - Movement within the school
  - Before school
  - Tartan Tuckerbox area
  - Recess eating time
  - Recess play time
  - Using play equipment
  - Using play fields
  - School Library
  - Movement between specialist lessons
  - After class dismissal
  - When a teacher / staff member intervenes regarding misbehaviour
  - When an adult intervenes regarding misbehaviour

Decision:

10. Meeting Closure

- Meeting closed at 8.10pm.

11. Next Meeting

- Responsible Behaviour Plan for Students 2016-2018
Future Agenda Items

<table>
<thead>
<tr>
<th>School Council Meeting Dates and Anticipated Business 2015</th>
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<tbody>
<tr>
<td>o 17.03.15       Responsible Behaviour Plan for Students.</td>
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<tr>
<td>o 12.05.15       Responsible Behaviour Plan for Students.</td>
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<td>o 11.08.15       Elect a School Council Chairperson and Secretary, Confirm understanding of School Councils Information Module and Code of Conduct, Enrolment Management Planning Review. Responsible Behaviour Plan for Students.</td>
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<td>o 13.10.15       Student Dress Code, Homework Policy Hours, Workplace Reform Proposals.</td>
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**Decision:** Moved by Ashley Proud. Seconded by Angela Turner. Endorsed by all members. 04.11.14

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**MEETING MINUTES PREPARED BY:**

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<tr>
<th>SECRETARY SIGNATURE: Sandra Davies</th>
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**MEETING MINUTES CONFIRMED AT NEXT SCHOOL COUNCIL MEETING**

<table>
<thead>
<tr>
<th>CHAIRPERSON SIGNATURE: Raelee Milne</th>
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