



## MCDOWALL STATE SCHOOL COUNCIL

McDowall State School, 1,018 Rode Rd, McDowall. Q. 4053.

**PO Box 493. Everton Park. Q. 4053.**

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<b>Chairperson:</b> Soraya Bews
<b>Secretary:</b> Sally-Ann Summers

### MEMBERSHIP:

	Name	Membership
	Bruce Fogarty	Official – Principal
A	John Bradley	Official – P&C President
	Raelee Milne	Elected Staff (2017-19)
	Sandra Davis	Elected Staff (2017-19)
	Heath McDonald	Elected Staff (2018-20)
	Sally-Ann Summers	Elected Staff (2018-20)
	Greg Young	Elected Parent (2017-19)
	Tracey Wilson	Elected Parent (2017-19)
	Soraya Bews	Elected Parent (2018-20)
A	Maryanne Humphries	Elected Parent (2018-20)

# This personal telephone and email contact information is not to be used for any other purpose than for official School Council business. Not for distribution.

### SCHOOL COUNCIL MEETINGS:

Monday 18th March, 2019.	7pm – 8pm.	School Staffroom.
Monday 10 <sup>th</sup> June, 2019.	7pm – 8pm.	School Staffroom.
Monday 19 <sup>th</sup> August, 2019.	7pm – 8pm.	School Staffroom.
Monday 14 <sup>th</sup> October, 2019.	7pm – 8pm.	School Staffroom.
Monday 11 <sup>th</sup> November, 2019.	7pm – 8pm.	School Staffroom.

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

### MEETING MINUTES: MONDAY 18<sup>th</sup> March, 2019. SCHOOL STAFFROOM. 7.00pm-8.00pm.

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

#### 1. Welcome – By School Council Chairperson

- Soraya Bews

#### 2. School Council Membership Apologies

- Maryanne Humphries

#### 3. Confirmation of Minutes of previous School Council Meeting

- Confirmation of previous School Council Minutes dated 12<sup>th</sup> November, 2019.
- Moved by: Sandra Davis
- Seconded by: Raelee Milne

**Decision:** Endorsed by all members.

4. Business Arising from Minutes of previous School Council Meeting

- School Council Minutes are available from the school website.
- School Council Constitution is available from the school website.
- School Council email contacts have been amended so that both Chairperson and Secretary should be accessing electronic communications.

5. Correspondence

- Nil

6. Business Arising from the Correspondence

- Nil

7. Reports

- Nil

8. Motions on Notice

- Nil

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.)

**Standing Requirement: Disclosure of Interest and Indictable Offences**

This applies to a member of the School Council if:

- The interested member has a direct or indirect financial interest in an issue being considered, or about to be considered by the School Council; and
- The interest could conflict with the proper performance of the interested member's duties when considering the issue.

As soon as practicable after the relevant facts come to the interested member's knowledge, the interested member must disclose the nature of the interest to a meeting of the School Council. Unless the School Council otherwise directs, the interested member must not be present when the School Council considers the issue or take part in a decision of the School Council about the issue. The interested member must not be present when the School Council is considering whether the interested member can be party to considerations. If a member is not present at a School Council meeting due to their disclosure of interest, the School Council is still considered to have a quorum (as if the member were present) and the remaining members present would consider the issue. A disclosure of interest must be recorded in the School Council's meeting minutes.

If a person is convicted of an indictable offence while a member of a School Council, the person must give written notice to the Principal of the conviction within seven days after the conviction.

**Standing Agenda Item: Budget Overview Report**

School Budget tabled: Draft at 18<sup>th</sup> March and Final at 22<sup>nd</sup> March, 2019.

Budget Overview Report: The Budget Overview Report is usually attached to this Minutes for perusal of members. As the Budget is to be presented at this meeting, this has not occurred.

**Decision:** Endorsed by all members.

▪ **School Annual Improvement Plan 2019.**

The School Annual Improvement Plan is drawn from the School Plan 2018-2021. It represents that intent of the School Plan and the 'stepping stones' required as the school progresses toward the vision for 2021. The plan is located on the school website. It was electronically made available to all members.

Moved by: Soraya Bews  
Seconded by: Greg Young

**Decision:** Endorsed by all members.

▪ **School Workforce Plan 2019. (Confidential)**

The School Workforce Plan 2019 outlines how all school salaries and wages are deployed to implement productive and professional operation of the school. This document complies with EQ Policy, Industrial Awards and Agreements.

Moved by: Greg Young  
Seconded by: Raelee Milne

**Decision:** Endorsed by all members.

▪ **Investing for Success 2019.**

The Investing for Success 2019 Agreement has been electronically circulated and endorsed by the Principal and School Council Chairperson. EQ has also endorsed it. The Agreement is located on the school website.

Moved by: Sally-Anne Summers  
Seconded by: Raelee Milne

**Decision:** Endorsed by all members.

▪ **School Targets Review 2018**

Annually, the Principal elects to report to parents on school (student) achievement through NAPLAN. The Principal also monitors school achievement through a variety of mechanisms. These are shared with the School Council.

The Chairperson acknowledged and thanked both Principal and all McDowall State School staff (on behalf of the School Council) for their commitment and diligence in achieving reported high achievement standards.

Moved by: Soraya Bews  
Seconded by: Tracey Wilson

**Decision:** Endorsed by all members.

▪ **Early Childhood Data Set 2019 (Confidential)**

Early Childhood Data Set 2019 was tabled for discussion.

**Discussion:** All members.

▪ **Student Responsibilities Levels Booklet 2019)**

The Student Responsibilities Levels Booklet 2019 has been reviewed. Updated copies are now being issued and an updated version has been placed on the School website. Such a review is made every 18 months to ensure that contents align by current legislation and departmental policy. Education Queensland has requested that no further review work be conducted on Responsible Behaviour Plans for Students as they intend to issue a revised policy and new template for use by State Schools before Easter.

Moved by: Heath McDonald

Seconded by: Tracey Wilson

**Decision:** Endorsed by all members.

▪ **School Budget 2019 (Confidential).**

The School Budget 2019 will be issued in hard-copy and discussed during the School Council meeting, befitting the 'sensitivity' of the contents. The draft Budget was presented completed but with the General Grant \$121,381.00 (italics) left out. In doing so, members were clearly able to see the aspects and budget lines that remain unfunded by Specific Purpose Grants. It also highlights the challenges of financially operating the McDowall SS. Reference was made to the per capita funding formula that informs General Grant provision.

Principal provided an overview of the School Budget 2019: (a) Balance B/F reasons and commitments (b) A budget is constantly rolling over – not necessarily to a set 12 month time frame (c) Salaries and wages (d) Planned Provisions; and (e) Income.

Principal provided an overview of the School Budget 2019: (a) Budget line explanations (b) Expenditure notations made below (c) Performance Development & Training / Master Teacher discontinuation (d) Investing for Success static income vs increasing costs (e) ICTs for Learning + IT Technician + STEAM Initiatives (f) P&C Association Play Equipment outstanding accounts (g) Planned Works – Those not completed in 2018 now brought together with those planned 2019 (h) Need for a designated Japanese Classroom – Savings brought forward from previous years (i) Anticipated funding decline in future years – IPS Funding discontinuation / ICSEA Factor.

School Council members discussed options relating to the provision of additional teaching space within the McDowall State School. As additional land acquisition is proving uncertain, it was proposed by the membership that the P&C Association should begin strategically planning into the next 5 years and earnestly consider the issues impacting on Out-of-School Hours Programming. Given existing funds held and anticipated OSHC future income (Plus documented enrolment placement demand), investigations should occur as to whether OSHC Programming would be better located behind the Kiss-and-Ride Facility with a purpose-built facility to cater for demand. The Principal responded (a) Such a proposal would take 5 years so how should the school manage the existing pressing need? (b) Such would require a multi-million dollar commitment and investment. (c) Such would require a committed P&C Association Executive to oversee the transition for the 5 year period. (d) A Business case would need to be developed and agreed by the P&C Association.

The Principal was requested to finalise the School Budget 2019 (with full support and confidence of the School Council). A final copy was issued to School Council members on 22<sup>nd</sup> March, 2019.

Moved by: Soraya Bews

Seconded by: Sandra Davis

**Decision:** Endorsed by all members.

10. Meeting Closure

▪ Meeting closed at 8.20pm.

11. Next Meeting ... 10<sup>th</sup> June, 2019.

**FUTURE SCHOOL COUNCIL AGENDA ITEMS:** *A clear focus on that which matters!*

- Refer to School Council Charter 2018-2021.

**MEETING MINUTES PREPARED BY:**

SECRETARY SIGNATURE: Sally-Ann Summers  
Over-sign please.

DATE:

**MEETING MINUTES CONFIRMED AT NEXT SCHOOL COUNCIL MEETING**

CHAIRPERSON SIGNATURE: Soraya Bews  
Over-sign please.

DATE: