



MCDOWALL STATE SCHOOL COUNCIL

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

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Chairperson: Soraya Bews	Phone: 0431 773467
Secretary: Sally-Ann Summers	Phone: 07 3872 5333

MEMBERSHIP:

	Name	Membership
	Bruce Fogarty	Official – Principal
A	John Bradley	Official – P&C President
	Kayleen Morgan	Elected Staff (2019-21)
	Annabelle Allon	Elected Staff (2019-21)
	Heath McDonald	Elected Staff (2018-20)
	Sally-Ann Summers	Elected Staff (2018-20)
	Paul Johnson	Elected Parent (2019-21)
A	Jennifer Walker	Elected Parent (2019-21)
	Soraya Bews	Elected Parent (2018-20)
	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 09 th March, 2020.	7pm – 8pm.	School Staffroom.
Monday 08 th June, 2020.	7pm – 8pm.	School Staffroom.
Monday 17 th August, 2020.	7pm – 8pm.	School Staffroom.
Monday 12 th October, 2020.	7pm – 8pm.	School Staffroom.
Monday 09 th November, 2020.	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 9th March, 2020. 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

- John Bradley
- Jennifer Walker

3. Confirmation of Minutes of previous School Council Meeting

- Confirmation of previous School Council Minutes dated 11th November, 2020.
- Moved by: Heath McDonald
- Seconded by: Annabelle Allon

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 ... *Reference is made to the School Council Charter 2018-2021.*

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 & Balance Sheet Summary Report

School Budget: To be completed this month. Copy annually tabled at P&C Association Meeting in March. Electronic copy will be scanned and forwarded to School Council members.

McDowall State School Budget 2020, issued 03.04.20.

Budget Overview Report: Tabled, issued and discussed.

Decision: Endorsed by all members.

▪ **Investing for Success 2020.**

The Investing for Success Initiative has now been operating for six years. The annual grant of \$298,386 remains static (not having increased) so as salary costs increase, school enrolment fluctuates, etc the staff investment must decline. TA EB 2019 now requires teachers-aides to work to a pay structure where three different Role Descriptions apply, the employee being paid accordingly. Back pay was required into 2018.

Annually, the school uploads an Investing for Success Report to the school website so that parents may access tracked outcomes for the past year. The Investing for Success Report 2019 is currently on the school website. Annually, the school uploads an Investing for Success Agreement (School Council Chair endorsement) so that parents can see how these funds are being expended for the new School Year. School Council having discussed the Investing for Success Agreement 2020 during the most recent meeting, this Agreement has already been endorsed by the Principal and School Council Chairperson.

- Speech Language Pathology time remain constant. This specialist professional investment is both responsive to early literacy issues and informative regarding teacher intervention and support toward students.
 - Teachers Aide time may remain constant during 2020. This will be dependent upon pay scales and role descriptions being fully implemented.
 - Teachers-aides will be placed within the general Teachers-Aide workforce, not separated as I4S teacher-aides. They will undertake duties as assigned to their official Role Descriptions, extending their influence across multiple Year Levels and within teachers-aide teams.
 - All Teachers-Aides will account and report on their influence in extending the learning of all students. The Investing for Success Report 2020 will focus on how the Investing for Success Teachers-Aide time has delivered a more effective Teachers-Aide workforce (team delivery).
 - The Administration Officer time may remain constant at 24hrs / wk. This role attends to school newsletter, facilities hire, electronic message board and special school events management – all reducing work load on both Business Manager and other Administration staff focusing on core school operations. Eg. TA workforce.
 - The Investing for Success Initiative targets student vocabulary acquisition, reading and reading comprehension – with benefits rolling over onto writing standards.
1. To retain Teachers Aide (or other staff investment) into Year Levels, 50% of the Administration Officer time will be funded by School Facilities Hire Fees in 2020. This relates to the additional workload that School Facilities Hire imposes on administration time.
 2. The School Council Chairperson signed-off on the Agreement in February, 2020. The Agreement has been forwarded to IPS Section (Education Queensland) and placed on the school website.

Moved by: Soraya Bews

Seconded by: Heath McDoanald

Decision: Endorsed by all members.

▪ **School Annual Improvement Plan 2020.**

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

1. The Principal and School Council Chairperson to sign-off on the School Annual Improvement Plan 2020 prior to its uploading onto the school website.

Moved by: Sally-Anne Summers

Seconded by: Paul Johnson

Decision: Endorsed by all members.

▪ **School Explicit Improvement Agenda 2020.**

The School Explicit Improvement Agenda is a precursor within the School Annual Improvement Plan 2020. Both align with and relate to the School Plan 2018-2021. The School Explicit Agenda has remain constant for recent years to highlight school focus toward the vision for 2021. It was electronically made available to all members.

1. School Council endorsement of the School Explicit Improvement Agenda 2020.

Moved by: Soraya Bews

Seconded by: Maryanne Humphries

Decision: Endorsed by all members.

▪ **School Annual Improvement Targets Review 2019 and Setting 2020.**

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 regularly shared with School Council. The Principal also annually shares these achievements with his line supervisor (IPS Education Queensland).

1. School Council endorsement of the School Annual Improvement Targets Review 2019 and Setting 2020.

Moved by: Paul Johnson

Seconded by: Heath McDonald

Decision: Endorsed by all members.

▪ **School Workforce Plan 2020. (Confidential)**

The School Workforce Plan 2020 outlines how all school salaries and wages are deployed to implement productive and professional operation of the school. The document must comply with EQ Policy, Industrial Awards and EB Agreements.

1. School Council endorsement of the School Workforce Plan 2020.

Moved by: Kayleen Morgan

Seconded by: Maryanne Humphries

Decision: Endorsed by all members.

▪ **School Remembrance Square Official Opening.**

School Remembrance Square Official Opening was held on Monday 24th February, 2020. Sadly, rain fell causing disruption. It is proposed that a Commemorative Booklet be produced for issuing to all students. It is hoped that this will generate interest in student return for the Time Capsule recovery in 2035. Permanent signage was ordered in January, 2020 and will be installed soon. Special acknowledgement was made of Tracey Wilson and David Pedwell (Designers 2014) and P&C Association financial contribution.

Lauder & Sons were confirmed as Building Contractors on 28th February, 2020 for the completion of the School Administration Building and the Groundsman's Shed. Steel fabrication is underway and when complete, it is anticipated that the School Administration (Japanese Classroom) will be substantially completed by 5th May, 2020.

Decision: Acknowledged by all members.

▪ **NAPLAN On-Line Update.**

NAPLAN is scheduled to occur on-line across most schools now from 2020. The Qld Education Minister has indicated that schools who don't feel ready, may delay their transition on-line until 2021. McDowall State School engaged with a NAPLAN On-Line Readiness Test across Years 3 & 5 during the first week of Term 4. This test provided students with a 'play' within the NAPLAN On-Line environment while the school tests its technical capabilities. The success of this experience suggested that McDowall State School should implement NAPLAN On-Line from 2020. McDowall State School will further engage with a NAPLAN National Practice Test between 23.03-24.04.20 to familiarise teachers and students with the on-line test format. The McDowall State School NAPLAN On-line Test Schedule was published within the Tartan Times newsletter on 6th March, 2020.

Decision: Acknowledged by all members.

Principal's Comment: Due to the COVID-19 Issue, NAPLAN 2020 has been cancelled.

▪ **Questions for Discussion and Recommendation.**

Both the Education Act and EQ Policy changes are occurring presently with view that the School Council assumes an increasing strategic oversight of various school policies. The existing Responsible Behaviour Plan for Students is to be phased out in 2020. All schools are to draft a new Student Code of Conduct with School Council to authorise and P&C Association to be used as the consultative forum. Policy inclusions will require the discussion and a clear established position on a number of issues. Questions have been tabled below to prompt future School Council discussion.

- Should students be permitted to bring mobile phones to McDowall State School?
- Should students be permitted to wear in-line capable wrist watches at McDowall State School?
 - How should this be enforced? What should the consequence be if a breach occurs?
- Which Year Levels should be permitted to engage within the BYOD Initiative? Currently Years 5-6.
- Should the McDowall State School continue with a Homework Policy?
 - How should this be enforced? What should the consequence be if a breach occurs?
- McDowall SS retains a strong focus on 'self-responsibility' as opposed to 'rights'. What should this look like within the school in future years?
- What type of 'consequence/s' should be imposed for student behaviours that clearly cause disruption to the 'good order and conduct of this State School'?
- Student Suspension and Exclusion provisions remain within the Education Act and Regulations.
- McDowall SS will establish an additional Year 3 Strings class in 2020. Should this be annually retained and progress across Years 3-6? What is the long-term vision for this Programme of Excellence?
- Identify strategies that would promote P-2 prompt departure from the school grounds?
- What are the McDowall SS facilities (maintenance and development) priorities as we look forward 2-3 years?
- Outline the extent of works that should happen to refurbish and sustain the school oval?

School Council members chose the first three questions for further discussion at the next meeting.

10. Meeting Closure

- Meeting closed at 8.10pm.

11. Next Meeting ... 8th June, 2020.

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: