



## 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:

	<b>Name</b>	<b>Membership</b>
	Bruce Fogarty	Official – Principal
A	John Bradley	Official – P&C President
A	Kayleen Morgan	Elected Staff (2019-21)
A	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)
	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 <sup>th</sup> March, 2020.	7pm – 8pm.	School Staffroom.
Monday 08 <sup>th</sup> June, 2020.	7pm – 8pm.	School Staffroom.
Monday 17 <sup>th</sup> August, 2020.	7pm – 8pm.	School Staffroom.
Monday 12 <sup>th</sup> October, 2020.	7pm – 8pm.	School Staffroom.
Monday 09 <sup>th</sup> 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 8<sup>th</sup> June, 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
- Welcome to Guest: David Pedwell DP.
- Jennifer Walker via Microsoft Teams.

#### 2. School Council Membership Apologies

- John Bradley
- Kayleen Morgan
- Annabelle Allon

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

- Confirmation of previous School Council Minutes dated 9<sup>th</sup> March, 2020.
- Moved by: Sally-Anne Summers
- Seconded by: Maryanne Humphries

**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.)

McDowall SS supporting documents are often of a **confidential** nature, tabled to informed School Council discussion. These documents are **not** for electronic or public distribution. Please delete such documents after conclusion of School Council business.

**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: Issued on 03.04.20.

School Budget discussed and endorsed. Due to COVID-19 related unplanned expenses, the School Budget will be reviewed in July, 2020.

Moved by: Paul Johnson

Seconded by: Maryanne Humphries

**Decision:** Endorsed by all members.

School Budget Overview Report 05.06.20 discussed and endorsed. It was noted that school grants are provided at various times through the school year so funding runs beyond calendar and financial years. Funding purpose is outlined within the School Budget 2020 Explanatory Notes.

Moved by: Paul Johnson

Seconded by: Maryanne Humphries

**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. (a) A Speech Language Pathologist @ 3days / wk is engaged. (a) TA EB 2019 now requires teachers-aides to work to a pay structure where three different Role Descriptions apply, the employee being paid accordingly. Purchased Teacher Aide hours have declined from 180hrs to 120hrs since 2017. (c) Administration Officer time was to be 50% funded by Facilities Hire Fees in 2020 but COVID-19 has prevented this from happening leaving to date a \$14,683.68 deficit moving forward. The Investing for Success Initiative Agreement was endorsed in Term 4, 2019 for 2020 and is currently available on the school website. Funding details are outlined within the McDowall State School Budget 2020.

The Investing for Success Initiative Agreements 2016-2020 highlight the declining purchase power of these annual grants. (Tabled) Purchased hours decline annually. Funding is approved for receipt annually. The Minister told Principals at the State Conference in 2019 that funding would remain for 2019-2020. At present, it is unknown whether this initiative will continue beyond the State Election or whether it will be rebranded for 2021.

All staff engaged under the Investing for Success grant are temporary engagements. Industrially, since commencement of the Investing for Success Initiative, there has been progression toward all temporary staff engaged for two years, to be offered permanency. To date, Investing for Success Initiative engagements have been exempt due to the annual nature of funding. This may not be sustained long-term (?) School Council may therefore need to reconsider how these funds are to be spent looking forward into 2021 as given existing Investing for Success wages liabilities exceed the grant of \$298,386, should these funds not be recurrent (guaranteed), the McDowall State School receives only \$123,794 General Grant + Savings to operate annually. Careful consideration needs to be afforded to planning in Term 4, 2020.

Moved by: Heath McDonald

Seconded by: Paul Johnson

**Decision:** Endorsed by all members.

▪ **School Data Profile Semester 1, 2020.**

The School Data Profile is a confidential summary of McDowall SS performance as provided by the Department of Education. It is not forwarded by or used by others, than School Council members.

Tabled, discussed and acknowledged.

Moved by: Sally-Anne Summers  
Seconded by: Heath McDonald

**Decision:** Endorsed by all members.

▪ **School Strategic Infrastructure Plan 2020-2024.**

EQ Metropolitan Region Facilities has requested that McDowall State School update its School Strategic Infrastructure Plan for 2020-2024. Basically, it is an on-line profile of where the Principal and School Council view the developmental need for McDowall State School across the foreseeable future. It is simply a reference point from where IF funding exists, EQ Facilities would seek to support the school. Generally, the update simply deletes completed projects and reprioritises existing projects.

Moved by: Maryanne Humphries  
Seconded by: Paul Johnson

**Decision:** Endorsed by all members.

Soraya Bews (Chairperson) tabled a letter co-signed by John Bradley (P&C Association President) responding to Priority 1 within the School Strategic Infrastructure Plan, an item that has been present for many years, and over which the School Council Chairperson, P&C Association Executive and Principal have been engaged 'in confidence' while negotiating with EQ Facilities in seeking a productive, mutually beneficial partnership and resolution since 2017 when John Bradley raised the matter with Hon Kate Jones MP Minister for Education during her visit to McDowall State School. Responding to these 'interesting times' a letter was forwarded to the Director-General of Education requesting some surety that this item would progress, now or within the near future. In demonstrating resolve and commitment to this issue, the P&C Association Executive (to be confirmed by Membership) offered a significant co-investment. Both the letter sent to the Director-General of Education and the reply received by the Assistant Director-General were issued to members, tabled and discussed.

The School Council felt that the received letter in reply:

- Failed to acknowledge the conviction and resolve of the McDowall State School Community in addressing the raised issues. The \$ co-contribution does not appear to be appreciated nor adequately valued.
- The reply doesn't reflect the extensive past endeavours over decades by the School, P&C Association, previous SAFE.st Sub-Committee, staff and parent volunteers in addressing raised issues. Additionally, the reply doesn't reflect the contact and lobbying (past and continuing) of Council, State and Federal Members in seeking a resolution.
- There appears to be a lack of understanding or appreciation of the local context.
- The EQ Demographics Summary issued to McDowall State School in 2019 was flawed, disregarded current school enrolment and appeared to make assumptions to suit a predetermined argument.
- There seems to be no understanding nor acknowledgement of the parental dismay felt when the acreage located behind the Sports Centre was offered by the owner for sale to EQ in Easter 2017 yet due to EQ inaction, this block was sold to a developer by September, 2017. The current acreage block is the last to provide McDowall SS with a rear access point, opportunity to better cater for existing students and space to meet expanding OSHC demands. The School Council and P&C Association Executive are concerned that when the acreage is offered for sale, as did occur in 2017, departmental meetings will occur without committed collaborative action with the owner resulting in a developer acquiring this property.
- There appears to be no acknowledgement nor consideration of land acquisition strategy options other than immediate purchase or resumption. Yet discussions have been underway since 2017. This is very disappointing and inflexible.
- Question: Is this the first response from EQ, to test parental resolve and requiring a series of parental response to highlight held conviction? Eg. When you buy a house, you negotiate and never offer your best price first. Does the response require challenging?
- Both School Council and P&C Association would expect a suitable response to be:
  - The Department of Education will remain in productive discussion with parties (owner and McDowall SS P&C Association) involved in this land acquisition. Such discussion will ensure that an agreed, realistic potential sale price occurs, a prospective sale occurs to the Department of Education and not to developers; and good relations are maintained with the owners.

- As realistic and possible, alternative strategies toward land acquisition be realistically advanced and explored. Eg. Title Deed caveat affording Department of Education first option in acquisition, acquisition while permitting existing owner to reside there for a set number of years, acquisition and leasing of residence to owner for a set number of years, part acquisition now with final acquisition after a set number of years, acquisition at a set time in the future, etc.
- The Department of Education will act to acquire the identified land when it is placed for sale and welcomes the P&C Association co-contribution according to agreed terms. Such a commitment needs an agreed time frame upon which review and further agreement may be required. Eg. Every four years.
- A definitive response to this issue. Yes or No.
- The Principal indicated that he is constrained and limited in response and engagement within this issue as an employee of Education Queensland. He will continue to highlight school infrastructure need and represent the view of both School Council and P&C Association within the Department of Education. He will continue to keep both the School Council and P&C Association informed of Department of Education response.

The School Council moved:

1. The School Council is constituted to aspirationally guiding the broad strategic direction, including development, of the McDowall State School. The School Council performs its functions in a way that achieves the best learning outcomes for the school's students. Both staff and parents seek the best possible educational experience that can be delivered for all enrolled students.
2. Soraya Bews (Chairperson) meet with the P&C Association Executive as soon as possible (within a fortnight) to formulate a formal response to the Department of Education.
3. Soraya Bews (Chairperson) and Maryanne Humphries brief Mr Bart Mellish MP (Aspley) ALP on the issue. P&C Association Executive members may also attend. A significant number of McDowall State School families reside in the Aspley Electorate. Soraya Bews (Chairperson) and Maryanne Humphries keep each other fully informed, as necessary, keeping School Council members fully informed on held discussion. Both School Council and P&C Association seek a productive commitment.
4. Soraya Bews (Chairperson) and P&C Association Executive consider the escalating of a formal letter to Hon Grace Grace MP Minister for Education as soon as possible.
5. At no time, is there any intent to place undue pressure nor embarrassment on existing land owners and school neighbours. At all times, the school community seeks to productive work with and support them toward a mutually beneficial result. When then, should this matter be fully presented before a full P&C Association General Meeting? This matter will be decided upon by the School Council Chairperson and P&C Association President.

Moved by: Maryanne Humphries

Seconded by: Paul Johnson

**Decision:** Endorsed by all members. Principal absolved.

#### ▪ **School Responsiveness To COVID-19.**

The McDowall State School response to COVID-19 has been well documented to parents and staff. This item was listed for general discussion, questions and/or suggestions moving forward. For School Council reference, the Department of Education Term 2 Operating Guidelines for Queensland State Schools 25.05.20 was tabled.

Question: When should school excursions and school guest presenters be permitted to recommence?

Question: Should the school provide parents a financial reprieve regarding excursions and guest presenters?

Teacher prioritisation relates to school fees and contributions – impacting on class programmes.

School Council agreed that the Principal use discretion to continue suspending excursions and activities through Term 3, 2020 in transition toward return to normal school programming from Term 4, 2020. It is anticipated that the Premier of Qld will make further announcements regarding COVID-19 relaxation on 22.06.20 and these need to be considered in moving forward into Term 3, 2020. Consistency in messaging is important. Noted that Dept. of Health Preparatory Year screening and Student Teacher placement will occur. Concern was expressed that some families may be experiencing financial stress or distress so Term 3, 2020 should be used to focus on School Fees & Contributions (support the class programme) and provide parents will extra-curricular costs 'time out' during this period.

Principal was requested to consider whether the Toilet Facility air blowers were effective? Do they blow the virus? If hands are washed with soap and water, the virus should have been washed away. Noted that hand blowers are increasingly used in Shopping Centre and Airport toilets. McDowall State School is redirecting funds to install more taps and sinks outside classrooms for regular hand washing.

It was recommended that students apply moisturiser to their hands at home both before and after school to offset the effects of regular hand washing with soap.

Moved by: Sally-Anne Summers

Seconded by: Maryanne Humphries

**Decision:** Endorsed by all members.

#### ▪ **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 for School Council discussion.

- **Should students be permitted to bring mobile phones to McDowall State School?**
- **Should students be permitted to wear on-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.**

#### **School Council Discussion Summary**

- ✓ Victorian Department of Education states that all phones must be switched off and securely stored during each day while the student is at school.
- ✓ Federal Government's position is that all mobile phones and on-line capable watches should be banned. Some States have referred such decision-making to school communities.
- ✓ Parents often provide a mobile phone to their child to maximise child safety travelling to / from school.
- ✓ General consensus that mobile phones and on-line capable watches are not to be used during the school day.
- ✓ Mobile phones should be kept in the classroom under lock and key. If unknown, they may be securely stored in student bags but the school will assume no responsibility for their loss + consequences must immediately apply if the phone is used during recess, etc.
- ✓ There is an existing mobile phone, visual and auditory recording protocol within the Responsible Behaviour Plan for Students.
- ✓ General consensus that if a student does use their mobile phone and on-line capable watch during the school day, there is to be link to the Responsible Behaviour Plan for Students. Eg. Consequence and Student Responsibilities Level.
- ✓ Both parents and students should communicate with teachers and staff through School Administration or established teacher / parent modes of communication. Eg. Phone call, email, letter, etc.
- ✓ Acknowledge that this generation is pro-technology and such technology is regularly used BUT technology does not over-rule the human factor. Eg. Permission, courtesy, mutual respect, professional standing, etc.
- ✓ Recommended that IF mobile phones and on-line capable watches are permitted within the school, then a formal agreement be signed by the parent and students regarding conditions of use and expected consequence/s should these conditions be breached.
- ✓ On-line capable wrist watches will be required to have all notifications switched off during the school day.
- ✓ If a wrist watch has the same capability as a mobile phone, then it should be treated the same way in policy.
- ✓ Students may require annual first week 'training' regarding school policy and expectations. Thus no surprises!
- ✓ General consensus exists that the BYOD Technology Initiative remains within Years 5-6.

School Council members are to further consider these topics. Draft Statements incorporating comments and feedback afforded during the School Council Meeting (8<sup>th</sup> June, 2020) will be tabled for discussion and refinement at the next meeting.

#### Future Questions:

- Should the McDowall State School continue with a Homework Policy?
  - What is 'homework' and what is its purpose?
  - Should homework be enforced? 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'?
- How should McDowall State School maintain / promote / enforce the wearing of the school uniform?
- 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?
- What should the Investing for Success Initiative included as we look toward 2021-2024?
- Identify strategies that would promote P-2 prompt departure from the school grounds at 2.30pm?
- If land acquisition is not possible to deliver a school rear access point (second Kiss-and-Ride Facility), how may the School Access Procedure be reviewed and refined?

#### ▪ **School Council Member Elections 2020.**

Staff Returning Officer: Kayleen Morgan

Parents Returning Officer: Paul Johnson

Scheduled Member Retirement (Though each may renominate for the next two years)

Heath McDonald (Teacher), Sally-Ann Summers (TA), Soraya Bews (Parent) and Maryanne Humphreys (Parent).

School Council nominations will close 25<sup>th</sup> June, 2020.

Moved by: Heath McDonald

Seconded by: Sally-Anne Summers

**Decision:** Endorsed by all members.

#### 10. Meeting Closure

- Meeting closed at 8.25pm.

#### 11. Next Meeting ... 17<sup>th</sup> August, 2020.

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

- Refer to School Council Charter 2018-2021.

1. Draft Statements incorporating comments and feedback afforded during the School Council Meeting (8<sup>th</sup> June, 2020) will be tabled for discussion and refinement.
  - 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.
2. The new question to be discussed during the next School Council Meeting (17<sup>th</sup> August, 2020) .....
- Should the McDowall State School continue with a Homework Policy?
  - What is 'homework' and what is its purpose?
  - Should homework be promoted or enforced? What should the consequence be if a breach occurs?

**MEETING MINUTES PREPARED BY:**

SECRETARY SIGNATURE: Sally-Ann Summers Over-sign please.	DATE:
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**MEETING MINUTES CONFIRMED AT NEXT SCHOOL COUNCIL MEETING**

CHAIRPERSON SIGNATURE: Soraya Bews Over-sign please.	DATE:
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