



MCDOWALL STATE SCHOOL COUNCIL

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

PO Box 493. Everton Park. Q. 4053.

Tel: 07 3872 5333 Fax: 07 3872 5300 Email: schoolcouncil@mcdownallss.eq.edu.au

Chairperson: Soraya Bews
Secretary: Sally-Anne Summers

MEMBERSHIP:

	Name	Membership
	Bruce Fogarty	Official – Principal
	John Bradley	Official – P&C President
	Kayleen Morgan	Elected Staff (2019-21)
	Annabelle Allon	Elected Staff (2019-21)
	Heath McDonald	Elected Staff (2020-22)
	Sally-Anne Summers	Elected Staff (2020-22)
A	Paul Johnson	Elected Parent (2019-21)
A	Jennifer Walker	Elected Parent (2019-21)
A	Soraya Bews	Elected Parent (2020-22)
	Maryanne Humphries	Elected Parent (2020-22)

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 31 st 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 November, 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

- Acting Chairperson be nominated.

2. School Council Membership Apologies

- Soraya Bews
- Paul Johnson
- Jennifer Walker

It was agreed by School Council that Kayleen Morgan assume the role as Acting Chairperson.

3. Confirmation of Minutes of previous School Council Meeting

- Confirmation of previous School Council Minutes dated 31st August, 2020.
- Moved by: Maryanne Humphries
- Seconded by: John Bradley

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: Endorsed on 03.04.20.

School Budget Overview Report 09.11.20 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: Kayleen Morgan

Seconded by: Heath McDonald

Decision: Endorsed by all members.

▪ **Re-scheduling of School Council Meeting to be held on 12th October, 2020 to 16th November, 2020.**

This will permit further consultation, exploration and drafting leading to decision-making that may be communicated across the school community. School Council endorsement may then be sought, subsequent to these final positions guiding school planning into 2021.

Moved by: Sally-Anne Summers

Seconded by: Bruce Fogarty

Decision: Endorsed by all members.

▪ **Investing for Success 2021**

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. The grant is announced during Term 4 annually for the next school year. An I4S Agreement must be placed on the school website and provided to Central Office each February. Student performance is measured throughout the year. Schools are required to report each year on the success of their school improvement initiatives.

State Schools are required to use funding to support students to achieve improved outcomes at all levels of schooling. Student performance is measured throughout the year and schools must communicate how I4S funding is assisting to improve outcomes for students to their local communities.

In 2020: (a) A Speech Language Pathologist @ 3days / wk is engaged. (b) Additional TA Time of 120hrs each week is engaged. *This has declined from 180hrs/wk since 2017.* (c) Administration Officer time at 24hrs. Given the annual nature of funding, all engaged staff have been annual temporary engagements.

The Qld Public Service Act was amended in September, 2020. Two priority areas were: Giving full effect to the commitment to maximise employment security in public sector employment; and Providing positive performance management of public sector employees. Permanent employment will be the default basis for public sector employment and that non-permanent forms of employment should only be used when on-going employment is not viable or appropriate. A 'temporary employee' will be a 'fixed term' temporary employee. There will be a right for public servants employed on a temporary or casual basis to request a review of their employment status at 12 months. A Public Service Commission Fixed Term Temporary Employment Directive was issued 25.09.20. All future engagements fall under this directive.

Question: Should existing I4S non-recurrent funded temporary employees be transitioned to permanent employment against McDowall SS resource allocations, when there is a possibility that in a future year, I4S funding could be discontinued?

Status moving into 2021: Likelihood that the I4S Account will begin the school year, up to \$20,000 overdrawn.

Tabled Options:

- Continue existing staff, knowing that transition to permanency will occur during 2021 but ensuring that a financial buffer be retained to absorb future wages increases for 2-3 years. Where possible, transition existing teacher aides across onto notional permanent staff as vacancies become available.
- Purchase additional teacher time to supplement Year Level allocations. The form of this purchase would need to change annually in response to annually identified student learning need. Eg. Class teacher, class teacher release, class teacher upgrade to coach, etc.

School Council recommendation to the Principal that staff only engaged to a 50% ceiling of the I4S Funding total. Eg. \$150,000. It was noted that in retaining the Speech Language Pathologist at existing level would cost \$70,000. There is also a possibility of I4S Funds being reduced after Day 8, 2021 due to an anticipated school enrolment reduction.

Moved by: John Bradley
 Seconded by: Annabelle Allon

Decision: Endorsed by all members.

▪ **McDowall SS Building Fund Projects 2020+ (Managed by P&C Association).**

The McDowall SS P&C Association operates a Building Fund (ATO Approved to deliver tax deductible donations). To promote and engage the community in donating toward future facilities projects, we need to be clear about why we are requesting money. Below are School Council recommended Priorities 1-4.

1	Land acquisition through to Keona Road.	3	K Block Toilets refurbishment
2	Second Kiss-and-Ride Facility Covered Area	4	External Water and Sinks – Classrooms
3	K Block Extension and Covered Area		

▪ **School Infrastructure Planning 2020-2024 Re Land Acquisition.**

An update from John Bradley (President) in consultation with the P&C Association Executive regarding the response received to P&C Association issued correspondence. A response was finally received some months after the letter was sent. There was no response from the Minister’s Office. The response came from a senior officer within Department of Education. Essentially, the points raised within the P&C Association letter were

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 Infrastructure Planning 2020-2024.**

The School Infrastructure Plan 2020-2024 as pre-approved during a previous School Council Meeting has been lodged with Department of Education.

K Block Extension + Toilet Extension and Upgrade + Stormwater Management + Connecting Roof between K Block and Activity Building = Department of Education subsidy approval (\$249,755) on a \$559,520.15 project was issued on 20th August, 2020. The project is to be completed by 30th June, 2020. Honeywell Consultants have been engaged to project manage this construction. Further, they were asked to provide advanced drawings and quantity surveyor costings for:
 (i) Upgraded pathway between Kiss and Ride Facility (ii) School Oval Car Park Bitumen (iii) All weather Netball Courts including Tennis Practice Wall – instead of Kiss and Ride Facility Covered Area (iv) Kiss and Ride Facility Concrete Footpath.

Acknowledged. It was planned to duplicate the Kiss-and-Ride Facility Covered Area. Consideration had to be given to (a) Stormwater run-off (b) The slope of the Kiss-and-Ride Facility and the likely step by step result (c) Need for a large covered area for 2022 student set-down. No commitment has been made by the Principal. Awaiting costing.

Moved by: Kayleen Morgan
Seconded by: Annabelle Allon

Decision: Endorsed by all members.

▪ **Homework, Home Study or Other? For Discussion and Recommendation.**

- 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?

Setting the Scene for School Council Discussion

The most recent School Council review on Homework was across August-October, 2016. Files that related to this review, including Parent Survey was reissued to School Council members. This may form the beginning point for future discussion.

Everyone has an opinion regarding homework and each opinion often relates to personal circumstances. Interestingly, the Principal can table actual research that both supports homework and recommend that it be totally discontinued. The School Council position must align solely with its purpose: "Perform its functions in a way that achieves the best learning outcomes for the school's students." Since 2016, much has been explored within staff learning – Executive Functioning, Neuroscience, Instrumental Music research, How the Brain Learns, etc. Additionally, especially within the past 12 months, there has been significant legislative change. Many Acts have been amended, including the Education Act. Maryanne Humphries mentioned the Human Rights Act and the Principal mentioned the revisions occurring this month within the Qld Public Service Act. Change may be driven by positive intent but we must also understand that for every change there will be a flow on effect. Discussion needs to be informed so School Council members are always encouraged to search on-line for the latest summaries. Eg. Search for Human Rights Act and select from the summaries. Search for Public Service Act changes Queensland and select from summaries, etc.

The challenge for School Council in all deliberations will be that enacted principles may not always easily align with the developmental phases that relate to young children. Eg. Children are not miniature adults and even children progress through phases of intellectual, emotional and physical development. Parents know that children don't always know what is right, good nor safe for them. Parents must be protective but giving of space within a secure and supportive context for children to explore and learn from their mistakes. Learning requires immersion, diligence, perseverance, consequence and hard work! The character and habits developed in our youth usually set us up for our adult experience. Put five people on an island and tell them that they all have rights expecting that they each are to expect to have them fulfilled and predictably, over time, not one will receive these rights. Why? Because it is a fundamental principle in science that for each action there will be a balancing action. The best way to guarantee rights is to focus on the consistent delivery by all people of their responsibilities.

Let's explore this scenario further If a dental patient rejects the professional advice of a dentist, or a medical patient rejects the professional advice of their specialist, or a child refuses to engage within or to complete aspects of the academic programme overseen by their teacher, when the inevitable consequence occurs, who is responsible for the outcome (ignorance) or the child's future prospects? Is it the teacher who is charged with the delivery of the Australian Curriculum (standards) within a 5 hour day? Perhaps they should have 'made' the child to comply? Is it the parent because ultimately, they are the responsible adult (by law) for the care, wellbeing and upbringing of their child? Is it the child because they need to be held 'responsible for their own actions'? Yet, developmentally can children actually be truly held responsible for their actions? Thus maybe society is to blame because we have expectation and standards that must be met!

The question I pose then is What is homework and what is its purpose? Further, Should homework be enforced? How? What is considered an acceptable consequence if a breach occurs? Is it appropriate for a child to be detained during recess for extra help, time or intervention with their learning?

These questions are currently being discussed by teaching staff presently.

▪ **Community Award Nominations 2020.**

Judith Frederick 3F2 Class Teacher.

Tanya Donaldson P&C Association Treasurer / Parent.

Recommendation: Tanya Donaldson P&C Association Treasurer / Parent.

Moved by: Kayleen Morgan

Seconded by: Maryanne Humphries

Decision: Endorsed by all members.

▪ **School Council News.**

McDowall State School is scheduled for (a) Full School Review in 2021 (b) Internal School Audit 2021.

The Full School Review will be conducted by Education Improvement Branch – end of Term 1, 2020. School Council Chair and P&C Association President will likely be requested to attend for an interview.

Code of Conduct for Students is continuing within draft form. The Queensland Teachers' Union is currently speaking with the Department of Education with intent to have this drafting time extended into 2021 (Work load issue)

Informed: Endorsed by all members.

▪ **Day 1, 2021 Procedure.**

It is difficult to know what COVID-19 Guidelines will be in place for January, 2021 – following a school vacation period. School procedures need to be established and published this month. It is anticipated that parents will be advised of their child's class by Friday, 22nd January, 2021 and a school time window on Friday, 22nd January, 2020 for parents to deliver book packs etc to an outside classroom location supervised by teacher aides. These packs will be placed inside the classroom for the long week-end. Parents will be requested to immediately leave the school site. Not all parents will be in a position to attend on Friday, 22nd January, 2020.

It should be noted that the school (*indeed classrooms*) are the work place of teachers and students. COVID-19 Guidelines continuing in 2021 will mean that parent access restrictions are likely to continue. It will also mean that the February, 2021 Teacher Parent Meetings in classrooms will not be permitted to continue. (Option? Microsoft Teams) In a school that operates close to student capacity, it is not possible to also accommodate every child's parent/s and extended family on Day 1. Student assembly at designated Before School Locations are known to work with class teachers meeting their students there. Particular concern and attention though must be afforded P-1 students.

Tabled Options:

- P-2 staggered (20min) start from 8am to the school day. Years 3-6 from 8.40am. Benefit: Year Level staff (teachers and teacher aides) can meet their class at a defined Meeting Area, in close locality to parents. Eg. Hand-over. Problem: Siblings who may be in different Year Levels. Staggered start separation by 20mins. Preparatory Year only through Metro Street Gate.
- P-6 staggered start to the school day by Sporting House every 15mins from 8am. P-2 students progress immediately to their Waiting Area to meet their teacher and teacher aides. Years 3-6 students then progress to their Waiting Area. Benefit: Families begin school at the same time and elder siblings can assist younger children. Years 3-6 students wait in their Waiting Area. Problem: P-2 classes increase in size every 15mins so teachers must then remain in class to supervise their students. Teacher aides may not be sufficient to accompany P-2 students to class. It is unreasonable to use Senior Students to walk P-2 students repeatedly to class. This problem could be addressed by staggering only P-1 by Sporting House.

- Use of Kiss-and-Ride Facility Years 3-6 Use of Metro Street Gate P / P-1 / P-2. (Question: Habit?)
- Question: What happens if it rains?

Recommendation: Variation of the first option as tabled. Possible use of the Metro Street Car Park for Preparatory Year only student pedestrian drop-off. Discussions continuing regarding COVID-19 Guidelines and implications that may still apply on State Schools. Further, should COVID-19 Guidelines be relaxed by Day 1, 2021 then it may be possible to review the procedure. Staff express concern about being expected to manage large numbers of parents and students within the school.

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

Decision: Endorsed by all members.

▪ **Parent Entry & Involvement within McDowall SS in 2021.**

COVID-19 Guidelines recommend that parent / adult access across the school (in particular classrooms) should be restricted. Parent entry means that the school is obligated to manage contact tracing and access that may result in infection and possible school closure (implications). Alternately, the absence of parent assistance across P-2 is having an adverse effect on student engagement within literacy / numeracy. Staff cannot make up for the loss of invested time by volunteers.

Recommendations: To be carried forward to next meeting. Essentially, it was agreed that COVID-19 Guidelines would continue to apply as set by State Government.

Decision: Endorsed by all members.

10. Meeting Closure

- Meeting closed at 8.20pm.

11. Next Meeting ... 16th November, 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:
---	-------