



# Neutral Bay Public School

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## SCHOOL COUNCIL MEETING

Wednesday 7<sup>th</sup> November 2018 8.00am

Second Floor Meeting Room

Present: Judy Goodsell, Genevieve Carnegie, Kim Thompson, Jillian Skinner, Jess Keen, Rachel Partis, Jim Becker, Julia Hudson, Lauren Irvine

Minutes: Rachel Partis

MEETING OPENED by Kim Thompson (President) at 8.07 am

### PREVIOUS MINUTES

- Previous minutes approved by Jess Keen
- Kim Thompson welcomed new Principal, Judy Goodsell.
- Action from previous minutes;
  - Action: BASC grant update. Moved to first meeting in Term 1 once Project Reference Group has been set up by NSW DoE and meetings held.
  - Action: Code of Conduct & Grievance Policy: Reviewed in meeting on 7<sup>th</sup> November 2018.

### AGENDA ITEM 1: DECLARATIONS OF INTEREST

Jess Keen: Before and After School Care – non pecuniary interest.

### AGENDA ITEM 2: BUSINESS ARISING FROM MINUTES OF PREVIOUS MEETING

Update on NBPS Plan:

Kerrie Ross is the Project Officer for the NSW DoE Project Reference Group. The PRG will consist of the Director of Schools, NBPS Principal, Department of Schools Infrastructure representatives including a project manager ( Kerrie Ross ) an architect and NBPS representatives ( Kim Thompson NBPS Council and Sharmila Soorian P&C).

Judy Goodsell updated Council that the NBPS site has been surveyed and a tender put in place for an architect to sit on the PRG.

A community values meeting will be arranged for the end of November organized by the PRG to take place at NBPS school. Parents and carers will be invited to share their views on NBPS school values as part of the planning process. The first PRG meeting is scheduled for the 14<sup>th</sup> November 2018.

Code of Conduct and Grievance Policy:

The NBPS School Council Code of Conduct and Grievance Policy was circulated prior to the meeting and reviewed. A request was made to amend the wording in the Grievance Policy under the heading "Principles" line 7 to include the term "The principles of natural justice will be observed throughout". This amendment was proposed by Principal, Judy Goodsell, and seconded by President, Kim Thompson. The Code of Conduct and the Grievance Policy, subject to the above amendment, was adopted by unanimous vote by the Council in the meeting of the 7<sup>th</sup> November 2018.

Action: Copies of each policy to be signed and witnessed as indicated and uploaded to the NBPS Council website.

Bullying Information Sheet:

Genevieve Carnegie updated Council on the contents of the Bullying Information sheet and advised that it will be circulated to parents and carers at the beginning of the new school year in Term 1 2019.

### AGENDA ITEM 3: PRINCIPAL'S REPORT

Judy shared details of the recent meeting with NBPS teaching staff to review the NBPS vision statement. Teaching staff collaborated to identify a vision that included the following core values; excellence, opportunity and innovation.

These values will underpin and direct the focus of the three areas of the school's strategic direction as outlined in the current school plan;

Strategic Direction 1: Drive our educational practice

Strategic Direction 2: Promote wellbeing and citizenship

Strategic Direction 3: Productive partnerships

NBPS 2018 November Budget: November Schools Overview Report was reviewed which included visibility on monthly actuals and actuals of the previous year as a comparison. It was agreed the new format was helpful and that Judy would continue to provide the Financial Reports in this format.

Genevieve advised that playground updates planned for the corner of J Block were in progress and she is working on this with the SRC.

### AGENDA ITEM 4: APPOINTMENT OF NEW PARENT & STAFF REPRESENTATIVES

Tenure of Jess Keen ( parent representative ), Julia Hudson and Lauren Irvine ( teacher representatives) are due to expire at the end of the year.

As discussed and noted in the last P&C meeting, the number of parent nominations received for School Council vacancies have been limited in recent elections. It was discussed by Council and agreed that a new approach would be followed.

Requests for an expression of interest in the role of the NBPS School Council Representative from parents and carers are to be forwarded to the Returning Officer ( Deputy Principal, Genevieve Carnegie). The expression of interest should confirm membership of the P&C, outline the reason for the nominees interest and provide some background on their relevant skills and capabilities.

In the event there is more than one expression of interest, nominees will be required to provide the Returning Officer with a formal statement to allow P&C members the opportunity to review and vote for their preferred nominee at the next P&C meeting. As in previous elections this process is to be advertised in the NBPS school newsletter and confirmed at the following P&C meeting.

Nominations for Teacher Representatives are to be conducted by Judy Goodsell in Term 4.

#### AGENDA ITEM 5: OTHER

Before and after school care:

Declarations of interest – non-pecuniary, as noted above made by Jess Keen.

NBPS Council discussed the recent changes in staffing at NBCAG and the feedback that had been shared with some parent Council representatives by a small number of NBPS parents and carers. As a summary there was a request for greater understanding with regards to membership of the NBCAG committee and a commitment to support the work of the NBCAG committee.

Action: RP to follow up with John Bryne directly to understand protocol regarding membership of the NBCAG committee and clarity regarding how parents can be involved and better support the work of the NBCAG committee.

School Start Time:

It was agreed that the NBPS school start time would not be reviewed in the short term.

Tell them from Me Survey:

The results of the survey would be shared with parents and carers towards the end of Term 4 and then the need for a communication survey would be reviewed in light of these findings and other priorities.

NOTE: School Values Workshop was held by the PRG on 29<sup>th</sup> November. Places were limited to 15 parents and carers.

#### UPCOMING MEETINGS:

Weds 5<sup>th</sup> December 2018

AGM Weds 20<sup>th</sup> February 2019