Community Council Minutes 7 April 2015

Present: Tanya Farrell, Niki Bruno, Renee Sutton, Gerard Gough, Peter Osborn, Cameron Johns, Ben Kelly, Lee Black

Meeting Opened 7.05pm

Apologies nil

Opening Prayer
Cameron

General Business
Tanya established the informal agenda for the meeting with two main points of focus:-

1. How the council will operate?

2. What sub committees will be required over the first year?

Events on horizon include:-

- 40th anniversary and associated celebrations
  Picnic day term for current students and families probably at Boundless near the Carillion
  A past & current alumni function – possibly a dinner which Renee Sutton offered to direct
  Perhaps a third event which could be a time capsule, plant a tree etc

- Building and Renovation works expected to commence during Term 2

General discussion for required Sub Committees suggested:

Building & Maintenance Committee that also encompasses school garden/grounds
Canteen committee that incorporates a liaison role with the Canteen Manager
Policy committee with some input from parent community
Parent Support Committee to provide practical assistance to families such as lunches, dinners etc
This Committee could also look after parent representatives from each class
Fee Relief Committee
Events Committee

Operation of Sub committees
Look to short term appointments for specific tasks/ events
Committee procedures need to be transparent and follow specific terms of reference.
Advertise in newsletter for parents to nominate themselves/others in areas of expertise

Renee stressed how important open communication with the parent/community body is.
Parents need to know how to find information and details and the Community Council needs to make sure people feel listened to
To that end Tanya suggested once a month Wednesday meet a counsellor in the library
Other ideas included FAQs sheets for parents eg. State Sport representative assistance; Fee relief etc
Provide Calendars that were family friendly (not just school friendly)
Week 3, Term 2 (or 12th May 2015), hold a “Meet n Greet” SCC for parents

Mother’s day – Are any parents interested in running this?
Tanya and Cameron to discuss options as soon as possible.
Discussion returned to the operation of the council.

Cameron wants SCC to be established so that it will function at a high level for the next 10-15 years!

He suggested the SCC use a coach so the new group can best utilise the skills and talents of each individual. This is referred to as “Storming, Forming, Norming”!

Members of the SCC unanimously agreed to a session. *Cameron to follow up for the next meeting*

Cameron also offered to ask the Principal of St Benedict’s, Narrabundah to come and talk about the operation of their council which has been highly successful for a number of years. *Date to be determined.*

**Action Items**

**Fee Relief Committee**
Cameron proposed the establishment of a Fee Relief Committee comprising the Principal and an independent member of the SCC be established. The Committee felt Peter Osborne would be ideal as he did not hold a direct link to the school

Tanya Farrell Seconded the motion and it passed unanimously

**Position of Treasurer**
Lee Black proposed that Renee Sutton be nominated for the position of Treasurer of the SCC. Renee agreed and the motion was seconded by Tanya Farrell and passed unanimously. Handover will be delayed until reports are received back from auditor.

**Parent Support Sub Committee**
The first sub committee to be called for is the Parent Support Committee.

Tanya to draft the Terms of Reference and submit these to Cameron for consideration by the second week of the holidays (20-24 April 2015).

**Playground Account**
The new playground equipment has been installed and paid for by the P&F while the school paid for the necessary landscaping. Tanya proposed that the existing playground committee account with a balance of approximately $4000.00 be closed by the Auditor with the remaining balance transferred to the STA canteen account to ensure that salary and running costs could be met. The motion was seconded by Niki Bruno and passed unanimously.

**Photos - Who’s Who?**
A suggestion that the SCC members have photographs added to the website/ around the school so that parents could easily identify them was suggested. School photos are happening Week 1 Term 2 on Wednesday 29 April from 8.15 am and members would be able to have a professional shot taken then! Please avail yourselves of this opportunity.

**Next meeting** 6pm on Tuesday 12 May 2015.

**Meeting closed** 8.20pm