Date: 21 March 2016  | Chair Person: Fran Stanley  
Time: 7pm  | Minutes taken by: Fran Stanley  

**Attendees:**  
**School:**  
- Gillian Murgia  
- Chris Leeuwangh  
- Caroline van den Herik  

**Parent:**  
- Larni Bathgate  
- Lindsay Garside  
- Bernie Hartley  
- Swapna Mathews  
- Travis Miller  
- Jason Moynihan  

**Apologies:**  
- Gail Bowering, Jenny O’Connor, Paul Madlener (P&C representative)  

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<td>Welcome Apologies</td>
<td>Chair</td>
<td>Fran Stanley opened the meeting at 7:05pm and welcomed members.</td>
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| 2       | Minutes and actions arising | Chair | There were no outstanding action items.  
Minutes of previous meeting 7 September 2015 had been distributed to members. | Motion: “The Minutes of the meeting of Monday 7 September 2015 be accepted.” Moved: Fran Stanley Seconded: Gillian Murgia Carried. |
| 3       | Items for Decision | 3.1 Membership  
Fran advised this would be her last meeting as a member and Chair. Caroline advised that her term is also ending (May 2016). Fran outlined the roles of Chairperson and Secretary to members and then opened the floor for nominations. She noted that items to be considered in 2016 were uniforms, behaviour policy review, IPS status, implementation of the |  |
strategic plan and the website.

Larni Bathgate nominated for the position of Chair and was unanimously voted in.

No nominations were received for the position of Secretary and options were discussed, including rotating the role amongst members or for a school administration staff member to prepare minutes from a dictaphone recording of the meeting. Travis offered to investigate purchase of a dictaphone.

**Action 2016/1:** Investigate the use of a dictaphone to record meetings and allow minutes to be prepared.
**Responsibility:** Travis

### 3.2 Meeting date and guidelines 2016
Members discussed and agreed on meeting dates for the remainder of 2016 (see Meeting Guidelines for details). Meetings times were discussed and it was decided to hold all meetings at 7pm, except for the open meeting for which it was decided to investigate starting immediately after school closes (ie 3:30pm) and have a crèche facility available so more parents can attend.

**Action 2016/2:** Meeting guidelines to be circulated.
**Responsibility:** Larni

### 4 Items for Discussion

#### 4.1 Note Annual Budget
Gillian circulated a budget summary to members and noted various aspects. She responded to members’ questions regarding allocations for different subjects, professional development, ICT, Nature play and website hosting. Members endorsed the budget.

**Motion:** “That the Shelley School Council endorses the 2016 Shelley Primary School Budget as presented.”
Moved: Fran Stanley
Seconded: Travis Miller
Carried.

#### 4.2 Feedback on semester 2 reports
Gillian advised that REPORTING timelines and approaches are being finalised and there is ongoing assessment of marking to better align NAPLAN and teacher judgements made in reporting. Diagnostic testing (PAT – progress assessment test) is being conducted for maths and reading and a case management approach together with Bright Path are being applied to ensure students are performing at the appropriate level.
### 4.3 Laptop program
Gillian advised that a decision will be made on the future approach for devices, including BYOD vs purchase by the school will be made by the end of 2016. She noted that a whole school ICT plan is being developed with a committee being set up to inform this plan. Parent representatives will be sought for this group. Teachers will continue to have access to the laptop trolleys while junior classes will have access to the iPads.

### Any Other Business

#### 5.1 Principal’s report
Gillian tabled a report she had prepared outlined a number of items, including student numbers, community events, buildings and grounds, staff, curriculum and finance.

#### 5.2 Charity bins
Travis expressed concern about the amount of rubbish on the block adjacent to the school, which is related to the charity bins. Gillian advised that Helen Good regularly requests this area to be tidied up and will continue to do so as necessary.

#### 5.3 LOTE in 2016
Gillian advised that there was still no LOTE teacher in 2016 but that she was in negotiation with a view to allow Chinese to be taught to years 5 and 6 in semester 2.

#### 5.4 Religious education
Jason requested an update on the decision to not offer RE in 2016. Gillian advised that the CRE provider has offered to run sessions after school on Wednesdays (early close) and a flyer has gone home to parents offering this voluntary option.

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Next Meeting: Monday 16 May 2016 at 7pm
Meeting Closed: 8:15pm

DATE:

SIGNATURE OF CHAIRPERSON