COMMERCIAL ROAD PRIMARY SCHOOL
SCHOOL COUNCIL MEETING MINUTES

Monday 20th October 2014

Meeting Opened: 6.10pm

Present: Carolyn Schopp, Justine Smyth, Cathy Hardy, Kellie Bertrand, Sandra Mills and Jenny Micallef

Apologies: Jo Britt, Mary Clark, Craig Blakely and Janice Brinsmead (Janice present at beginning of the meeting, however she left as we didn’t have a quorum and needed to reduce DEECD staff number).

Minutes from Previous Meeting: Last meeting’s minutes were tabled and accepted as a true and correct record of the previous meeting.

Moved: Kellie Bertrand
Seconded: Sandra Mills

Principal’s Report: Justine tabled the Principal’s Report. Details and discussion points beyond information found in the report are as follows:

- Acting Principal Role – Moe (South Street) Primary School Principal job advertisement/application period has closed. Should hear over the next few weeks as to whether Jamie has got the position. Cannot advertise for Principal role at CRPS until hear Jamie’s status. Should have more direction at next School Council meeting.
- Grade 5/6 Health and Puberty Sessions – Going very well. Annemieke going to put out an expression of interest form for parent sessions.
- HVP plantation – Looking at using the money for things that can be moved to new school when eventually built.
- Parent club meeting – Sandra Mills an apology for this.
- NAPLAN results – Cathy went through the NAPLAN data reports for 2014 Grade 3 and 5. Children were disadvantaged in their preparation for NAPLAN testing this year due to relocation as a result of the Morwell Coal Mine Fire. Grammar and Punctuation, as well as Spelling have been identified as areas to look at. Cathy to lead teacher professional development in teaching Grammar and Punctuation at staff meetings. Gently spelling assessment has been implemented across the school in grades 2-6 to help identify student learning needs in spelling. Explicit Word Work sessions in new ability-based hubs have also been implemented across the school. Should see improved results in NAPLAN as the school continues to benefit from new ability-based learning hubs. Results for writing in NAPLAN this year are not completely accurate as the NAPLAN authors have stated that the writing task given this year was not appropriate. Please see Cathy Hardy if you would like more information.
- Indicative budget – Not able to provide more detail until know what is happening with Jamie, as his wage sits outside the school budget. Next meeting should know more. Have had our SFO index adjusted to more accurately reflect current population at CRPS. It is now 0.74, which means we will receive more funding than on our previous SFO of 0.69. More detail on this next meeting.
- Energy Efficiency Grant – Look at implementing next year, perhaps within Electives.
- Change of closure day – Officially endorsed by all present members of School Council.
- Additional item not in Principal’s report: Ratification of new policies – Justine has given these out for School Council members to read for ratification at the next School Council meeting.
Moved: Sandra Mills  
Seconded: Carolyn Schopp

**Finance Committee Report:** This was tabled by Justine (on behalf of Janice) and recommended to School Council members for acceptance as a true and correct record. Things are looking good. Being frugal and tightening the budget has paid off! It is looking like we will not have a deficit. We have not used the Bridging Finance as yet. This will be used if we have a deficit.

Moved: Sandra Mills  
Seconded: Jenny Micallef

**Facilities Report:**  
Report tabled by Justine and recommended to School Council members for acceptance as a true and correct record. Wall tiles (can Velcro things to them as well as pin things on them) will go up when Justine receives the remaining order. Justine will also order some new rugs for the Junior area and perhaps some more lockers for the Middle/Senior area. Kellie has suggested that perhaps some of the Energy Efficiency Grant can be used for electrical issues in Middle/Senior area if necessary. Justine also looking into installing WiFi boosters in Middle/Senior area.

Moved: Carolyn Schopp  
Seconded: Cathy Hardy

**Correspondence:**  
None

**General Business:**  
None

**Next meeting:** Thursday 13th November. Mark Anderson will be present at the beginning.

**Meeting Closed:** 7:25pm