



# St Bernadette's Primary School, Sunshine North

## School Advisory Council

### Meeting Agenda

Meeting title	School Advisory Council meeting
Date and time	<b>Thursday 16th March at 7:00pm, 2023</b>
Location	Staff Lounge
Attendees	Brendan Gill, Milda Gauld, Nelly Sanmartino, Kelly Mikunda, Heidi Chapman, Fr John,
Apologies	Radhika Denkanikota, Megan Murphy
Resources	

### Agenda/Minutes

Item	Description	Minutes	
1.	<p>Welcome and introductions</p> <p>Welcome to new members</p> <p>Acknowledgment of Country</p> <p>Prayer</p>	<p>St Bernadette's School community acknowledges Australia's Aboriginal and Torres Strait Islander peoples, the Traditional Custodians of lands, waterways and skies across Australia.</p> <p>We thank you for sharing and caring for the land we learn, play and gather on.</p> <p>We pay our respects to Elders past, present and emerging and we share our friendship and kindness.</p> <p><b>ST PATRICK'S PRAYER</b></p> <p><i>Christ with me, Christ before me, Christ behind me, Christ in me, Christ beneath me, Christ above me, Christ on my right, Christ on my left, Christ when I lie down, Christ when I sit down, Christ when I arise, Christ in the heart of every one who thinks of me, Christ in the mouth of every one who speaks of me, Christ in every eye that sees me, Christ in every ear that hears me.</i></p> <p><b>GOD LOVES US - LET US LOVE GOD</b></p> <p><i>St Bernadette - Pray for us.</i></p>	
2.	<p>Previous minutes</p> <p>Any business arising.</p>	Moved: Kelly Mikunda      Second: Milda Gauld	



# St Bernadette's Primary School, Sunshine North

## School Advisory Council

3.	SAC Info	<p>We need to elect a Chairperson.</p> <p>Nelly Sanmartino nominated and was duly elected as Chairperson - thank you Nelly</p>
4.	Topics of discussion for the SAC	<p><b>Catholic Identity</b></p> <ul style="list-style-type: none"> <li>- Catholic Education Week</li> <li>- Sacraments <ul style="list-style-type: none"> <li>- Reconciliation July 18th at 7:00pm</li> <li>- Eucharist July 29th(6:30pm) and July 30th(11:00am)</li> <li>- Confirmation Sept 14th at 7:00pm</li> </ul> </li> </ul> <p>Friday masses and family masses on the weekend</p> <p><b>Finance</b></p> <ul style="list-style-type: none"> <li>- Budget - last year we broke even, which was a great result.</li> </ul> <p>We have budgeted for a small deficit this year.</p> <ul style="list-style-type: none"> <li>- Building/renovations</li> </ul> <p>New shade over the adventure playground</p> <ul style="list-style-type: none"> <li>- Plans - applications for grants for \$25,000 to replace the stage area in the passive play area &amp; sound proofing the art room.</li> <li>- Technology</li> </ul> <p>iPad buy back for families worked well. All iPads were purchased. Money from sale of these iPads will go towards new iPads and covers.</p> <p><b>Enrolments</b></p> <ul style="list-style-type: none"> <li>- 49 Preps - 52 is our capacity. Preps much more settled this year due to having a year at Kinder.</li> <li>- 9 new students throughout the school</li> <li>- 39 Preps for 2024.</li> </ul> <p>Milda - Some parents feel that Catholic schools are too expensive.</p> <p>ACTION: Brendan to check the website as to where prospective parents can find the cost of school fees.</p> <p><b>Staffing</b></p> <ul style="list-style-type: none"> <li>- Mental Health and Wellbeing Leader - Gill Baxter - new role. Attending PL to uncover what the role entails. 2 Days a week.</li> <li>- Literacy Intervention - been appointed - will start next term.</li> <li>- 30/8 time fraction for teachers. New award - to balance workload. Teachers work 38hr week. Our timetable allows for this 30/8.</li> <li>- Time in Lieu. All teachers work 7.6hrs per day. Anyone who works beyond this e.g. camps, meetings, sacramental nights etc. teachers accrue time in lieu.</li> <li>- Melissa Szulik is pregnant and will go on maternity leave at the end of term 2</li> <li>- Sandra &amp; Kerrie from the office - taking leave. We have hired a new admin person Jackie</li> </ul> <p><b>Curriculum</b></p> <ul style="list-style-type: none"> <li>- School Review September 11th and 12th</li> </ul> <p>Review panel will be here for 3 days to confirm compliance and then 2 days to walk around the school and have staff, student and parent focus groups to get feedback.</p> <p><b>Reports</b></p> <ul style="list-style-type: none"> <li>- Feedback - end of year reports</li> <li>- Meet n Greet - format, rooms</li> </ul>



# St Bernadette's Primary School, Sunshine North

## School Advisory Council

		<p>Never long enough Better in the spaces. Grade 1s don't realise they can walk into the spaces. Parents enjoyed going into the learning spaces</p> <p>ACTION: Brendan to remind teachers to let students know they can come in.</p> <p><b>Seesaw and Learning Assessment Portfolio</b></p> <ul style="list-style-type: none"> <li>- More communication through Seesaw last year compared to this year.</li> <li>- Seesaw has just been set up</li> <li>- Teachers have also been asked to not upload too much work and use it as a tool to showcase</li> <li>- Timetables for the term came out earlier, which is great</li> </ul> <p><b>Staff Development Days for 2023</b></p> <ul style="list-style-type: none"> <li>- 24th April - Review</li> <li>- 22nd June - Learning Conversations</li> <li>- 9th August - Staff Conference - Berry St</li> <li>- 6th Nov - Curriculum Day (Day before Melb Cup)</li> <li>- 5th Dec - Kath Murdoch</li> </ul> <p>Dates were moved and seconded - Moved by: Kelly Seconded by: Nelly</p> <p><b>Home/School Partnerships</b></p> <ul style="list-style-type: none"> <li>- Parent Helpers - 8 helpers. We have some parent helpers who have come back again from last year.</li> </ul> <p><b>Operoo</b></p> <ul style="list-style-type: none"> <li>- Newsletters better as a PDF</li> <li>- Is there a way to pin or save newsletters? Folders on the news page or a search function.</li> </ul> <p>ACTION: Heidi to email Operoo to ask if they can create folders or a search function.</p> <p><b>FSP</b></p> <ul style="list-style-type: none"> <li>-</li> </ul> <p><b>General Business</b></p> <ul style="list-style-type: none"> <li>- We have put 3 dates for the Opening/Blessing of the new school building. Bishop Martin Ashe will also be invited.</li> <li>- Milda - water bottles. Give students time to refill water bottles.</li> <li>- ACTION: Brendan to check that students are given time to refill water bottles.</li> <li>- Kelly - girls wearing a skort. Is this an option? Can PSW have a skort option?</li> </ul> <p>ACTION: Brendan to find out from PSW.</p>
5.	Questions	<ul style="list-style-type: none"> <li>- It would be good to inform new parents of SRC process</li> <li>- Could parents be informed of who/which classes are running assembly and when.</li> </ul> <p>ACTION: Brendan to put into the Newsletter and added to the school calendar</p> <ul style="list-style-type: none"> <li>- Canteen - menu is on the website but needs to be updated.</li> </ul> <p>ACTION: Kelly is making a new menu for families. Can parents volunteer for canteen and what is the process? Marita to be asked if parents could volunteer and what is the process?</p> <p>ACTION: Brendan to get Kerrie to upload when completed.</p> <ul style="list-style-type: none"> <li>- Brain food - could teachers encourage students to eat their brain food?</li> </ul>



## St Bernadette's Primary School, Sunshine North School Advisory Council

6.	<p>Close</p> <p>List of actions and deadlines.</p> <p>Next meeting:</p>	<p>ACTIONS:</p> <ul style="list-style-type: none"><li>- See minutes/agenda</li></ul> <p><b>Meeting Dates for 2023</b></p> <p>16/3, 11/5, 20/7, 7/9, 30/11</p> <p>Meeting close: 8:30pm</p>
----	---	--