



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

## Meeting Agenda

Meeting title	School Advisory Council meeting
Date and time	<b>Thursday 14th March 2024 at 7:00pm</b>
Location	Staff Lounge
Attendees	Brendan Gill, Milda Gauld, Nelly Sammartino, Heidi Chapman-Foehn, Fr Silvio, Radhika Denkanikota
Apologies	Megan Murphy, Kylie Cassar
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>Welcome</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>



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*St Bernadette - Pray for us.*

2.	<p>Previous minutes Any business arising.</p>	<p>ACTIONS:</p> <p>Moved by: Milda Gauld      Seconded by: Nelly Sammartino</p>
3.	<p>SAC Info</p>	
4.	<p>Topics of discussion for the SAC</p>	<p><b>Catholic Identity</b></p> <ul style="list-style-type: none"><li>- Bishop's visit</li></ul> <p>Fr Silvio - visit went well in both the parish and school. Students also enjoyed his visit. Bishop Martin Ashe - looks after the Western Region. Waiting for the report from the Bishop.</p> <ul style="list-style-type: none"><li>- Easter Liturgy</li></ul> <p>Telling the Easter story through Freeze Frames</p> <ul style="list-style-type: none"><li>- Sacraments<ul style="list-style-type: none"><li>- Eucharist - July 27/28</li><li>- Confirmation - August 15th</li><li>- Reconciliation - October 15th</li></ul></li><li>- St Bernadette's Feast Celebrations</li></ul> <p>Tuesday 16th April - Mass to celebrate her feast day Friday 19th April - Celebration through activities.</p> <p><b>Finance</b></p> <ul style="list-style-type: none"><li>- Ended 2023 with a deficit of approx \$145,000</li><li>- Included Staff Lounge refurb and replacing WiFi switches throughout the school.</li></ul> <p>At the end of this financial year we may have a small deficit but will consider how to reduce this.</p> <p><b>Enrolments</b></p> <ul style="list-style-type: none"><li>- Enrolments are open for 2025</li><li>- 21 so far, expecting big group of siblings again &gt;50%</li></ul> <p><b>Staffing</b></p> <ul style="list-style-type: none"><li>- Full complement of staff</li><li>- Welcomed 3 new staff - Nicholas Tresize, Christopher O'Reilly and Claudia Mattas. Settling in well and making great contributions to learning</li><li>- Adequate supply of emergency teachers at the moment also</li></ul> <p><b>Curriculum</b></p> <ul style="list-style-type: none"><li>- <a href="#">Timetable for 2024</a> - adopted new timetable. How is this going?</li></ul> <p>Finishing at 3:15pm each day has been good - the consistency Nelly - The morning bell is going three minutes earlier. Why the change? Brendan - The music at lunch time goes off three minutes before the bell which supports the students to go to the toilet, get a drink and then line up. A decision was made to support students in getting ready to go to class in the morning, hence the change to the bell going off 8:43am</p>



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- Testing for 2024 - Prep and Year 1 - feedback

Preps have settled very well into school.

Wednesdays off - it was good for students.

- Year 1/2 Information night - feedback

First one we had had for a long time

Feedback from parents was that they liked it and thought it was good to be back into the learning space. It was good that they were able to get information about what is happening in the classroom.

- Meet and Greets

- Reading
- Camps

Yr 5/6 Mon 22nd - Wed 24th April - ADANAC

Yr 4 Mon 16th - Wed 18th Sept Camp - Doxa

Yr 3 Tues 22nd - Wed 23rd Oct Yr 3 Camp Sunnystones

Yr 1/2 Thurs 17th Oct - Afternoon Camp

Prep Frid 2nd August - Prep Breakfast

### **Staff Development Days for 2024**

- |                        |  |
|------------------------|--|
| - Tuesday 30th January | Staff Development Day                        |
| - Monday 12th February | Meet and Greet Conversations                 |
| - Thursday 16th May    | Reading - UFLI program                       |
| - Thursday 27th June   | Learning Conversations                       |
| - August 22nd and 23rd | Staff Conference - Feedback and Goal Setting |
| - Tuesday 3rd December | Planning for 2025                            |

Other dates where there is no school for Time in Lieu acquittal

- Friday 26th April, Monday 4th November:

### **School Improvement Agenda**

- Staff have developed the School Improvement Plan(SIP) for 2024-2027 and Annual Action Plan(AAP) 2024

Brendan to bring in the Snapshot data for the SAC to have a look

### **Family School Partnerships/Home/School Partnerships**

- Anne Henderson visit - Anne has had to cancel due to ill health

### **Operoo**

- Some families having trouble - they have to sign again.
- Some parents not getting notifications

### **Child Safety**

- Some adults are using student toilets. Making new signs in other languages so all can read them.

### **Carols Nights**

- Well received. Parents enjoyed the evening a great deal
- Casual - it was fun - beautiful. Very nice community event



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		<ul style="list-style-type: none"> <li>- Only issue is some parents couldn't see all students when many grades were on the stage.</li> </ul> <p><b>General Business</b></p> <ul style="list-style-type: none"> <li>- <a href="#">Term dates for 2024</a></li> <li>- Carols Night 2023</li> <li>- Showcase of Creativity - 5th September Term 3</li> <li>- SAC Chairperson gathering postponed</li> </ul>
5.	Questions	
6.	<p><b>Close</b></p> <p>List of actions and deadlines.</p> <p>Next meeting:</p>	<p><b>ACTIONS:</b></p> <p><b>PIP</b></p> <p>A survey out to parents:</p> <ul style="list-style-type: none"> <li>- About possible events that they could do - what would interest families to participate.</li> <li>- Meeting times e.g. 2:30 pm or 7 pm with dinner etc.</li> </ul> <p>Possible to have meetings for PIPs in the evening.</p> <p><b>Meeting Dates for 2024</b></p> <p>23rd May 29th August 14th Nov</p> <p>Meeting closed: 8:15pm</p>

### TIMETABLE FOR 2024

	MON	TUES	WED	THURS	FRI
8:30 - 8:45	Gates open and arrival				
8:45 - 9:00	Morning meeting, prayer, roll				
9:00 - 9:55	Learning Session 1				
9:55 - 10:50	Learning Session 2				
10:50 - 11:35	Lunch				
11:35 - 11:50	Eat Lunch (15 mins)				
11:50 - 12:45	Learning Session 3				
12:45 - 1:40	Learning Session 4				
1:40 - 1:45	Eat Snack (5mins)				
1:45 - 2:15	Recess				
2:15 - 3:15	Learning Session 5 (Assembly at 2:45 pm Wednesday)				



## TERM DATES FOR 2024

**TERM 1** Wednesday 31st January - Thursday 28th March

**TERM 2** Monday 15th April - Friday 28th June

**TERM 3** Monday 15th July - Friday 20th September

**TERM 4** Monday 7th October - Tuesday 17th December

### Victoria's Child Safe Standards

Plain language summary

- 1** Your organisation welcomes Aboriginal children. You support them to express their culture and to enjoy their rights. You don't allow racism.


- 2** Child safety is important to everyone at all levels in your organisation. You document how you find, avoid, and stop risks of child abuse or harm.


- 3** Your organisation supports children to know their rights to be safe from abuse, informed, and involved. You help them to talk openly and take part in decisions that affect them.


- 4** Your organisation tells families and the community about what you do, and how you keep children safe from harm and abuse. You help families to have a say and to take part in decisions that affect their child.


- 5** Your organisation understands that every child is different and has different needs. You make sure that they can get the information and help that they need.


- 6** Staff know what they must do to keep children safe from abuse and harm. They record, report, and share information about child safety when they should. Staff who work with children have had the background checks they need.


- 7** Children and their families know how to make a complaint and what happens when a complaint is made. Your staff know how to respond properly to complaints.


- 8** Your organisation trains and supports staff to keep children safe from abuse and harm. Your staff know the signs of child abuse and harm and what to do if there are issues of abuse and harm.


- 9** Your organisation makes sure children are safe when they use your services, settings, and activities. This includes when children are online.


- 10** Your organisation checks and improves the ways you keep children safe from abuse and harm.


- 11** Your organisation has written policies about how you keep children safe from abuse and harm. They are easy to understand, and all staff follow them.



For more information, contact the Commission for Children and Young People  
[www.cryp.vic.gov.au](http://www.cryp.vic.gov.au)

