



# Holy Rosary School School Advisory Council Agenda and Minutes

**Minutes and agenda are confidential**

<b>Term: 2</b>	<b>Date:</b> 10 May 2023	<b>Location:</b> Staffroom	
<b>Time Beg.</b> 6:30	<b>Time end:</b>		
<b>Apologies:</b>			

## Expectations of Council Members ( SAC Terms of Reference p.6)

Each council member is required to commit to the following:

- understanding the council's role • having a positive and constructive attitude • elevating any appropriate issues for consideration by the council • declaring and not allowing any personal interests to conflict with the interests of the school and properly manage any conflict of interest in accordance with the School's Conflict of Interest Policy • preparing for council meetings • attending each council meeting, unless there are extenuating circumstances
- bringing expertise and views to discussions on behalf of the whole community • participating actively and responsibly • acting honestly and fairly, in good faith and in the best interests of the school • acting ethically and with a high level of integrity • conducting themselves professionally and treating other council members fairly, sensitively, consistently and with respect • undertaking council work with reasonable care and diligence • participating in council formation activities • keeping confidential the information received in the course of service as a council member • not taking improper advantage of their position as a council member • abiding by the applicable MACS school governance policies and key documents including MACS Statement of Mission, Working Together in Mission, school's Child Safety Code of Conduct and Conflict of Interest Policy.

## SAC Goals

The SAC will provide....

1. advice to the principal on important school matters on behalf of the school community
2. a point of connection between the wider school community, parish and school leaders

3. support the principal, school leadership and staff

### Previous Agenda action items

1. Laura to write an intro for a newsletter about the new platform.
2. SAC to look at getting more information out to parents about downloading app
3. Rach to look into an image for facebook post for working bee
4. Pilar to put something in for the new newsletter to promote working bee

Item No:	Topic	Name	Time Allocation	Main Discussion points	Actions/Outcomes (Who and when)
1.	Prayer Acknowledgement of Country	Maria		<ul style="list-style-type: none"> <li>❖ Prayer</li> <li>❖ Acknowledgement of country</li> </ul>	
2.	Principal Report	Chris		<ul style="list-style-type: none"> <li>❖ Update on term school reporting</li> <li>❖ General update</li> <li>❖</li> </ul>	<p>Parents provided lunch to teachers to show their appreciation for the work they do.</p> <p>pre-sacrament masses completed</p> <p>Kids are getting ready for ¾ camp</p> <p>HR is starting to prepare for musical</p> <p>Grant - application over the holidays but will find out in September. Looking at accessibility from project manager</p> <p>Looking at options to have parent teacher interviews earlier in the year from next year and making the reports easier to read.</p>

					<p>Shortage of teachers - who will replace Vicky - finished 19th May, week earlier than expected.</p> <p>Family fun day planning has begun</p> <p>Chris spoke about the pending agreement that has been in the news. Focus more on learning and teaching and admin and taking away more of the 'volunteer work'.</p>
3.	Communication	Laura/ Christine		❖ Update on communication platform	<p>Plan for rollout Awaiting timeline confirmation App and website first and then parent portal Website - 29 may 2023 Live App - 29 may 2023 - Two week before spreading news Class reps and SAC members to test 12 June to end of term - promotion Still need to keep operoo for medical forms Download the app and enable notifications Will still be able to get the newsletter via email</p> <p>From term 3 skool bag will be turned off and new app 17 July first new newsletter with the application</p> <p>Parent portal - see how it goes maybe term 4</p> <p>App linked to calendar</p> <p>How much information available on the public calendar - keep it basic</p> <p>Staff education - Laura to give update to staff</p>
4.	Year Level Update	Maria/ Leona		<ul style="list-style-type: none"> <li>❖ Upcoming events / updates</li> <li>❖ Parent reps to organize a morning tea or after school catch up at the school - Mondays or Fridays</li> </ul>	<p>Weekly catch up - the option was agreed for a drop in session to meet other parents</p> <p>Friday afternoon hosted at the school</p> <p>Catch up to be organised by Year reps</p> <p><b>ACTION:</b> Leona to organise timings - Friday afternoon</p> <p>Newsletter and google calendar to be updated with agreed dates</p>

					Suggestion for parents name stickers to get to know each other
5.	Fundraising vision and spending/update	Laura and Chris Rach		<ul style="list-style-type: none"> <li>❖ How the funds are used</li> <li>❖ Where is the school's vision</li> <li>❖ Possibility of asking Children and young people for suggestions</li> <li>❖ How to we engage the community</li> <li>❖ Possibly workshopping vision statement</li> </ul>	<p>Update - Discussion around school BBQ Will be a parent run program if anyone wants to run it and will be off site. Graduation - Nothing to do with school (put in newsletter)</p> <p>Erin is delegation jobs as there is no current chair</p> <p>Events should be listed as who does what</p> <p>Parents do dinner/year book and plate. - But school event</p> <p>Phase 1 of master plan - lunch for teachers (they help us so need show appreciation)</p> <p>Timing of parent teacher meeting to changing term dates Refining report more parent friendly - focus on interview and showing</p> <p>Feedback taken on board -looking at possibly changing interviews to term 1</p> <p>Fundraising - how is used and how are decisions being made</p> <p>Possibly vision statement - parameter to where the funds are going? Teaching and learning could be where the funds go -</p> <p>Examples Foster creative play spaces - safe and supportive spaces</p> <p>Money in line with this goal</p> <p>Local level decides where schools can go</p> <p><b>ACTION:</b> Laura to organise one or two idea to workshop ideas to take to fundraising group</p> <p>Looking at Fundraising structure -</p>

					<p>Could we have leads - ie communication, social , fundraising portfolio</p> <p>In terms you can have a sub-group - expertise in certain areas</p> <p>Minimum of 6 - people according to the rules</p> <p><b>ACTION:</b> Laura to look potential framework options  <b>ACTION:</b> Chris to send updated regulation document to laura to set up structure for next meeting discussion</p> <p><b>ACTION:</b> Rach/Erin and Chris to set up a list of Parent led and school led activities in newsletter</p>
6.	Other items	All			