



Holy Rosary School School Advisory Council Agenda and Minutes

Minutes and agenda are confidential

Term: 3	Date: 30 August 2023	Location: Staffroom	
Time Beg. 18.30	Time end: 20.00		
Apologies: Rachel Luong			
Attended:			

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

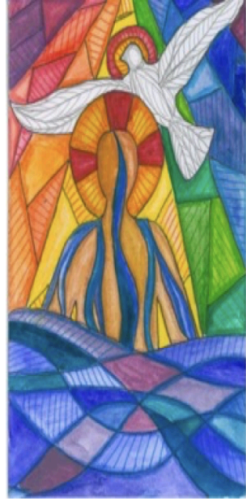
The SAC will provide....

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

ACTIONS

Action items	Date Set	Accountable	Date due
Maria Sedunary to put information into the newsletter about Parent drop in sessions on Friday Mornings.	30/08/23		
Determine working bee tasks that need to be completed prior to family fun day - which can be done by parents and which need to be paid/tradesperson jobs.	24/7/23	Rachel and Chris	18 October
Give SRC overview at Prep parent evening : 25 October 2023	24/7/23	Laura	25 October
Laura to look at updating the TOR and look at other documents that need to be updated or created under the MACS guidelines.	30/08/23	Laura	18 October
Chris/Maria to follow up with the finance person about the maintenance fee as an option if the grant doesn't go ahead.	30/08/23	Maria / Chris	18 October
Chris / Maria to talk to St Aloysius about transitioning to high school. What do they need to be successful?	30/08/23	Maria Chris	18 October
Maria to include a teaching parents about extra learning task parents can use to help their kids with at home learning	30/8/2023	Maria	15 December

AGENDA

Item	Topic	Name	Time	Main Discussion points	Actions/Outcomes (Who and when)
1.	Prayer Acknowledgement of Country	Damien	18.30 5 mins	<p>Prayer Acknowledgement of country <i>We acknowledge the Wurundjeri People of the Kulin nation as the traditional custodians of the land on which our school is built. We pay our respects to their Elders past, present and emerging, and to all Aboriginal and Torres Strait Islander People.</i></p> <p>Our Year 6 children celebrated the Sacrament of Confirmation last weekend. This prayer reminds us of the gifts that we are blessed with at Confirmation.</p>	 <p>Spirit of God, grant me: The gift of wisdom to see the world through your eyes, The gift of counsel to make difficult decisions, The gifts of knowledge and understanding to use my mind to know you and to love you, The gift of fortitude to have the courage to live in the faith despite the difficulties and disappointments, The gift of piety to be able to express my special love and commitment to you, And the right kind of awesome fear that makes me pause to wonder and revere God's Love. Amen</p>
2.	Minutes and actions	Laura	18.35 (5 mins)	Ratify minutes. Follow up actions.	No changes required Date for Prep on the 25 October 2023
3.	Working Bee	Rach/Chris	18.40 (5 mins)	Dates and prep for Family Fun day.	
3.	Year Level Reps Update	Leona/Pilar	18.45 (10 mins)	Brief council on the year level catch ups and class support training session that took place in August. Determine next steps	<p>Parent Volunteers in term 4 or Friday morning coffee. Casual coffee catch up on Friday and Monday. Open staff room concept - people can come Friday or Monday.</p> <p>End of the year get together a possibility.</p> <p>ACTION: Maria will put that in the newsletter</p> <p>Parent helper was an orientation. Went well and will begin next week. See how it goes and may expand.</p>

					Next session to assist parents to encourage kids to read. Probably middle of the year for year prep - 2.
4.	Parent communication	Laura	18.55 (5 mins)	Update on platform.	Confirmed will move forward Working towards communication later. Stage 1: Getting Nforma integrated with office system Stage 2: Parent portal, newsletter etc which will happen next year.
5.	Advisory Groups' operating framework	Laura	19.00 (15 mins)	Laura to present updated framework Council to discuss and determine next steps.	<ul style="list-style-type: none"> - Need an updated TOR that needs to be adapted for HR - Laura has made some minor changes - Business manager can also be on the council - needs to be a process of discernment and needs to be transparent - Needs to be a process for induction - Need to create a annual report - Need to do an annual evaluation - Section on the website for the council - Possibly having the financial person to attend to let the council know where the financial standing is in the school - <p>Action: have a look at TOR - Laura Cochrane</p>
6.	Principal Report	Chris	19.15 (15 mins)	General update	<ul style="list-style-type: none"> • Confirmation went well. • Book week - trying to keep it low key and focus on literature. • Christine is heading off and Maria will be acting principal and Sarah working full time as deputy. • Superhero day and footy colours day. • School finishes at 1PM every last day of term as part of time in Lieu. • Still looking at scheduling times for teachers next year and finances.

					<ul style="list-style-type: none"> • Work cover and insurance has increased up 30% • Fees would remain the same - family fee would increase to \$2,100 • Levys will also increase • Although anyone who can't pay can always talk to the families • Possibility of a building levy - can only have a levy for a new building (we only have repairs). Can possibly have a maintenance levy. • Find out about grants next month • FYI: NCCD funding for children with additional needs. Teachers need 10 weeks of changes made for adjustments. LSO support officers funding from this. Short term and long term. Significant amount of money. • 36 preps enrolled for next year - two more possible • <p>ACTION: Chris/Maria to follow up with the finance person about the maintenance fee as an option if the grant doesn't go ahead.</p>
7.	Suggestion by parents to introduce homework.	Leona (delegated to Laura)	19.30 (5 mins)	Parents have advised Council members that they would like the option to give their kids homework, noting it isn't for everyone. Council to discuss and determine next steps	<ul style="list-style-type: none"> • opt in didnt work • For it to work needs to have good feedback • The reading seems to work best • There is no consistency in high schools around homework • Study skill sessions as an option • Incorporate study sessions • Its too hard for teachers • Extra learning tasks on the website for parents to use those options • Will put the information in the newsletter. <p>Action: Chris to talk to St Alyouios about gaps in learning</p>
8.	Social & Fundraising Group Update	Erin Church	19.35 (10 mins)	Update on various events and planning.	<ul style="list-style-type: none"> • Rach to continue fun lunch friday • Kids can choose a charity as kids said it was too expensive but having discussions with Children.

					<ul style="list-style-type: none"> • Possibly doing a presentation to all grade %'s • Have an end of year treat as a possibility with the money spent • Kids want to steer the funding • Hot dog day is being run by a dad • hot dog options are vegetarian and gluten free options • There is a family fun day newsletter • Most things going well • Money will be used for the resurfacing of the yard
9.	Parish Priest Update	Father Thang	19.45 (10 mins)		<ul style="list-style-type: none"> • 3 interviews for St Brendan Principal • Confirmation went well. Holy rosary kids knew what they were doing. • November will combine masses with Holy Rosary and St Brendans. 1 mass on Saturday and 1 on Sunday. Alternating churches. • 60% looking after parish and 40% looking after clergy. Change in percentage of time.
10.	Any other items	All	19.55 (5 mins)		Nil
	CLOSE		20:25		



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The gifts of knowledge and understanding to use my mind to know you and to love you,

The gift of fortitude to have the courage to live in the faith despite the difficulties and disappointments,

The gift of piety to be able to express my special love and commitment to you,

Acknowledgement of country

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