



Holy Rosary School School Advisory Council Agenda and Minutes

Minutes and agenda are confidential

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| Term: 4 | Date: 16 November 2022 | Location: staffroom | |
| | | | |
| Time Beg. 6:30 | Time end: 7:30pm | | |
| Apologies: Rachael, Fr Thang | | | |

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 to the principal, school leadership and staff

Previous Agenda action items

1. Action: SAC to look at getting more information out to parents about downloading app
2. Action: Laura to write intro for newsletter about new platform.
3. Action: Rach to set dates for Working bee and confirm dates are ok with Chris
4. Action: Pilar to put something in for the new newsletter to promote working bee
5. Action: Rach to look into an image for facebook post for working bee
6. Action: SAC dates ready to go for next meeting
7. Action: Leona to choose a venue for the SAC Christmas catch up

| Item No: | Topic | Name | Time Allocation | Main Discussion points | Actions/Outcomes (Who and when) |
|----------|--------------------------------------|-------|-----------------|--|---|
| 1. | Prayer Acknowledgement of Country | Maria | | | |
| 2. | Principal Report | Chris | | ❖ Update on recent school events- flooding and way forward | Refer- letter to community Following the letter to the community Sandra Ritchie RLC, MACS visited the school and communicated with John Mills. This resulted in an onsite meeting with Fergus Chisholm. Following the roof report and quotes for drainage Fergus will meet with Christine, W Hay MACS and A Pereira of Patersons to plan a way forward. This includes a staged plan for rectification. |

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| | | | | <p>With rain over the weekend there has been additional flooding in the hall, on the % stairs and slight flooding in the foyer.</p> <p>There is now a possibility of a grant for the end of 2023 and also some emergency money which could be given to assist in fixing the school. However this is not guaranteed.</p> <p>Christine noted that there were learnings to be had as a result of the flooding. Communication was a concern and was noted that families will be made aware of the situation even if there is no news.</p> <p>Christine noted that next time, there will be more photos taken to acknowledge the damage and report more accurately.</p> <p>It was also noted that parents asked around other venues. However due to safety risks for both HR kids and others, this was not a viable option.</p> |
| | SAC dates for 2023 | Leona | ❖ Proposed dates SAC meeting dates for 2023 | <p>15 Feb 2023</p> <p>22 March 2023 - Listed as AGM</p> <p>10 May 2023</p> <p>14 June 2023</p> <p>26 July 2023</p> <p>30 August 2023</p> <p>18 October 2023</p> <p>22 November 2023 - Will just be an offsite catch up and not an official meeting</p> <p>These dates are in the calendar.</p> |

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| | | | | | Propose that last meeting is a Christmas dinner only (no meeting) to be held locally |
| 3. | Communication | Laura | | <ul style="list-style-type: none"> ❖ Update on communication platform ❖ Timings - look at new dates ❖ Communicating the plan | <p>Laura to look at dates to train the staff and anyone of the SAC that is available.</p> <p>Possible dates either 23/11 or 30/11.</p> <p>First Newsletter date to be released in December.</p> <p>SAC members to promote the new app/website at the Christmas carols.</p> |
| 5. | Class Host Update | Maria/ Leona | | <ul style="list-style-type: none"> ❖ Upcoming events / updates | Will commence promoting class hosts next year and hopefully get more traction at the start of 2023. |
| 6. | Social and Fundraising Team | Leona/ Damien | | <ul style="list-style-type: none"> ❖ Upcoming events ❖ Election BBQ ❖ Mango Drive ❖ Christmas carols | <p>Look at ways to promote the school - Putting a story about the Science Awards in the local paper.</p> <p>Damien to organize the BBQ this week. Recommended that the voting still goes ahead at HR even though there are still some leaks in the roof.</p> |
| 7. | Traffic | Christine | | <ul style="list-style-type: none"> ❖ Proposal re Local Road Safety project Melanie del Monaco | <p>Proposal- loss of car parks at the immediate front of school to widen footpath and add bike hoops to make it a safer entry/exit.</p> <p>Changes to signage in car parks opposite and alongside school to clarify that these are drop off/kiss and go points. Increased zebra crossings down Gower St on school side to increase safety for those walking Suggestion: walking school bus Expanding the pedestrian gate as it gets too jammed.</p> |
| 8. | Other items | All | | | |