



Onslow School Council

Minutes

Date:	20 th May 2024	Location:	STEM Room
Meeting opened:	5:00pm	Meeting Closed:	6:22pm
Chair:	Tara Colum		
Attendees:	Lisa Campbell, Tara Colum, Adele Marchment, Talya Quinn, Danielle Pell, Tamara Mott, Amie French, Jess King, Cassie Badcock		
Apologies:	Tamara Mott, Adam Conwell		

Onslow

School is committed to quality teaching, high expectations and success for all students

Time	Item	Discussion/Progress Report	Action Items
5:00pm	Welcome	Tara opened the meeting. Previous minutes moved by Tara and seconded by Jess.	
5:05pm	Action Register	Action register updated	As per register attached
5:10pm	Parent Representative Nomination	One formal nomination received – Talya Quinn. Accepted with all positions now filled.	Onslow School has actioned DoE required documents. Nothing further to complete.
5:15pm	Business Plan 2024 – 2027 Final Draft	Final draft document was emailed to all members and discussion was held regarding the 3-year guide and next steps.	No further action required.
5:35pm	Public School Review	PSR to be conducted 21 st May. External representatives from DoE will be completing review. DoE reps will meet with community members, school staff, leadership, students, school council members during review. Final report to be submitted to director and will identify and gaps/improvements needed.	Outcome to be discussed at next meeting.
5:40pm	Census Results	Updated provided on census results based on 156 students.	No action required.
5:42pm	Operational Budget / Funding Agreement	Documents emailed to all members prior to meeting. Funding agreement 2024 was discussed and signed by Chair & Principal.	13/24 – Add operational budget to induction pack.

		Operational budget also discussed. Will ensure budget is included in the induction pack and will continue to review each meeting.	
5.50pm	Statement of expectations	2021 – 2024 Statement of expectations document was emailed to members prior to meeting. Document was noted.	No action required.
5.55pm	Code of conduct	Final version of code of conduct was signed by all members present. Will be uploaded to Connect share page.	14/24 – AC & TM to sign next meeting.
6.18pm	Agenda next meeting	<p>T3 W6</p> <ul style="list-style-type: none"> - Actions register - Budget review - Contributions and charges review - Booklist review - NAPLAN results - Business plan update - Community question 	
6.20pm	Community questions	<p>Question received – How often are school polices such as behavior, food, uniform revised? It seems not all polices are available for viewing on the school website. Is this something that can be addressed?</p> <p>School council discussed and the following was identified as actions for the school:</p> <ol style="list-style-type: none"> 1. A policy review schedule be documented for those that are more locally focused eg. Uniform. 2. Place a noteholder on the website for DOE policies that have been updated with a link to these, pending sharing the procedures and guidelines that are described how this is applied at Onslow School. <p>The review of these policies will be as informed by changes to DOE policy and a proposal of 3-4 years.</p>	<p>15/24 – LC to email draft response to members. Members to agree and response will be posted in T2 newsletter.</p> <p>16/24 – LC to create review schedule.</p>
6.22pm	Meeting closed	Next meeting – Monday Term 3 Week 6	