



# Onslow School Council

## Minutes

Date:	11 <sup>th</sup> November 2024	Location:	STEM Room
Meeting opened:	5:00pm	Meeting Closed:	
Chair:	Tara Colum		
Attendees:	Lisa Campbell, Tara Colum, Adam Conwell, Suzanne Wilson, Danielle Pell, Tamara Mott, Amie French, Talya Quinn, Cassie Badcock		
Apologies:			

### 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 TC and seconded AF	-
	Action Register	As per action list	13/24 – Lisa to input all documents into the council members connect profiles.
	Budget Review	Operational one line budget statement as of 11 November 2024 presented to all council members. School is happy where income/expenditure sits for 2024 budget.  One of the noticeable improvements for income is charges and fees approx. 90% return rate accomplished.  Question raised regarding expenditure variance in staff salaries – discussion what this looks like and reasons for the YTD variance.  Carry over YTD variance's will be transferred before the year end to things like utilities & water bill. Notable savings on water due to change over of sprinkler system, monitoring and managing leaks.	

		Lease payments will continue – iPad, laptops and desktops etc.	
2025 Voluntary contribution charges and booklist		Documents emailed to school council and approved via teams meeting conducted 21/10/24. TC, LC, AC, AF, TM, TQ, DP & SW in attendance.	Nothing further
Behaviour Policy		<p>Student Behaviour Procedures and Guidelines document provided to all school council members.</p> <p>Page 1 – is a reflection from the DoE Student Behaviour Policy.</p> <p>Page 2-5– represents the 6 focus points for the school and details how they will achieve.</p> <p>School council raised a query and would like to see a statement regarding confidentiality and respecting privacy. Kept confidential at all times. And to include the DoE Connect and Respect poster and to include a link in the document.</p> <p>School council members to continue to review document and provide further feedback via email to Lisa by COB Monday 25<sup>th</sup> Nov 2024.</p>	14/24 Request for School to place Onslow School Bullying Roadmap into the toilets for students. DP took on action.
Communication Plan		<p>Previously highlighted that school’s communication plan needs improvement. This will continue to be a focus for school council moving into next year for further discussion and improvements.</p> <p>School is transitioning to connect and will be moving away from school stream platform. Connect will be up and running for commencement of the 2025 school year.</p>	

<p>Reporting to Parents</p>	<p>DoE Reporting to Parents document provided to council members. This document is a cut and paste from school newsletter in W3 sent out to families.</p> <p>The DoE has outlined requirements for Reporting to Parents. Any changes continue to meet expectations of reporting student's achievements and process as described by the School Curriculum and Standards Authority (SCSA). The changes are –</p> <ul style="list-style-type: none"> <li>• Learning areas comments are not required. This will mean that there will be no English or Mathematics comments on the report. If you child has limited attendance, particularly in specialist areas, there will be an attendance comment.</li> </ul> <p>What will remain –</p> <ul style="list-style-type: none"> <li>• Overall grade for a learning area, eg English</li> <li>• Grades at the sub-strand level, eg. Reading, Writing and Speaking &amp; Listening</li> <li>• Effort for each Learning Area</li> <li>• Overall general comment – focusing on your child's attitude, behaviour and effort</li> <li>• Attendance information – automatically generated from system data.</li> </ul> <p>School council members missed this information in the newsletter and have requested the school put document out individually. Also reach out to parent reps to ensure this comms is received prior to end is year so it's not a shock to parents. School council members are to assist with informing parents/families.</p> <p>Lisa noted:</p> <ul style="list-style-type: none"> <li>• Parent teacher meetings are there so reports are not a surprise.</li> </ul>
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		<ul style="list-style-type: none"> <li>• Specific learning difficulties, needs to be captured and provided to students.</li> </ul>	
	End of year concert – talking points	<ul style="list-style-type: none"> <li>• Community questions – discuss some and review outcomes</li> <li>• 2025 Voluntary contribution charges – touch on importance and reason for this – 90 % return rate – improvements around P&amp;C, booklist, follow up etc.</li> <li>• Role of school council</li> <li>• Recognising past parent reps.</li> <li>• Introduce council – calling up introduction</li> <li>• EOI for next year’s position if still no interest – opportunity to understand how the school is run etc.</li> <li>• Business plan</li> <li>• School name change</li> <li>• Improvements to school comms via connect</li> </ul>	
	Vacant school council positions – parent and teacher rep	<ul style="list-style-type: none"> <li>- Teacher rep position has been filled with interest from Anna Hayden.</li> <li>- Parent rep position – school council members are to approach parents to gauge interest, with formal advertisement to be in newsletter.</li> </ul>	T1 W6 2025
6.39pm	Community questions	<p>Nothing brought up through QR Code.</p> <p>Question was raised in the community regarding the change of supplier for – personal items list (Booklist) supplier. Response from school “This decision was made due to changes in the previous supplier overheads along with greater flexibility. Once a family makes an order this will be delivered to their postal address thereby minimizing handling and helping to get your child’s stationery items to you before the start of the school year”.</p>	No further action – all operational requirements school will follow up external to council meeting.

6.32pm	Meeting closed	Next meeting – T1 Week 6 2025	
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Tara