

# St Patrick's School Board Minutes

**Date:** 1<sup>st</sup> of March 2011

**Venue:** School Library

**Time:** 7pm

**Present:** Peter Maundrell, Father Stephen Hanley, Derek Mayne Max Martin, Maria Parlato, Juliana McCosker, Wes Rose, Brad Stallard.

**Apologies:** Rebecca Roberts.

<b>7pm</b>	Opening Prayer & Reflection	Max Martin
	Chair / Welcome	Derek Mayne
	Nibbles	Max Martin
	Minute's Secretary	Maria Parlato

## **7:10pm Minutes of Previous Meeting**

Motion: That the list provided is a true and accurate record of the minutes in and out.

Moved: Peter Maundrell

Seconded: Brad Stallard

## **7:15pm Correspondence Inwards – nil**

As per register

## **Correspondence Outwards – nil**

Motion: That the list provided is a true and accurate record of the correspondence in and out.

Moved:

Seconded:

### **Business Arising from Previous Minutes:**

- 1. Rundle Park:** The upgrade to Rundle Park has been put on hold at this stage due to flood and other council commitments. Marist College has a project in a system for community use but at this stage it is in the developmental stage.
- 2. Second School:** It is now expected that it will be 2015/16 before Grade 7 moves into high school. He plans for a second school are still with CEO. Currently there is limited spare land in Emerald large enough to build a school.
- 3. Policies:** School Uniform policy complete. Homework policy to be updated. First step is to put the policy in the school newsletter for Parent feedback. Helen currently reformatting all policies so that they are all the same format
- 4. Sacred Garden:** We will organise an official blessing once plaques are completed.

### **7:15pm General Business / Policy Development**

- 1. New Board Members:** We will need to obtain a new staff representative member as Rebecca is on leave. We will also need to source a new P and F member as the 2011 executive positions have only just been filled.
- 2. Capital update at St Patrick's:** As outlined in the October 2010 minutes.
- 3. Behaviour Management Policy:** We need to look at causes not just symptoms of behaviour. Current wording has been adjusted to reflect this focus. We will also look at renaming the policy in line with the Positive Behaviours focus of State and Federal Education reforms.
- 4. Myschool Website:** Look at Myschool website on Friday as St Patrick's details have been updated.
- 5. Policy Update:** We looked at policy development to date. Action to take: To decide what policies need updating and to identify we policies that we think need developing? Wes to follow up on First Aid Policy, Injury Policy and Cyber Safety in Internet Policy. Bullying Policy needs to be renamed to reflect Positive Behaviour direction. Religious Education Policy could be looked at after the school has had the opportunity to work with the NET team. The Board plans to address: Bullying Behaviour, Health Policy and Internet Policy. Max will chase up Purchasing Policy with CEO.

## Current St Patrick's School Policies as at March 2011

Policy	Date Finalised
Behavioural Management Policy	2010-11
Enrolment Policy	2010
Mission Statement	2001
Homework	2007
Purchasing Policy	2006
Sun Protection Policy	2009
Spelling Policy	2009
Grievance Policy	2008
Bullying Policy – Positive Behaviour Policy	2005
Variation to School Routine Policy	2007
Student protection Policy	2009
Maintenance Policy	2007
Personal and Social Development Policy	2009
Critical Incident Policy	2009
Use of the Internet Policy	2005
Acceptable Computer Use Policy for Students	2007
Religious Education Policy	2006
School Uniform Policy	2009

- 6. Crest and School Motto:** Do we need to examine the validity of these two representations? Does the motto and crest reflect who we are now at St Patrick's? Max will follow up regarding restyling. The Board is in consensus regarding the current school mission statement.
- 7. Special Needs:** (Both learning difficulties and gifted and talented.) As a school community we need to continue to develop this area within the school both in terms of support programs and classroom procedures.

### **8:15pm Reports**

Principal	-	Max Martin
RE	-	Rebecca Roberts- no report for March
P & F	-	Max Martin
WPHS	-	Wes Rose

See attached reports.

## Principal's Report

## Board Meeting Tuesday 1<sup>st</sup> March

- Welcome everyone to our first meeting of the St Patrick's Board for 2011.
- Our enrolment numbers have increased to 675 this year. As a result of this we have five year levels with four classes. A decision was made this year to have four year five and year seven classes.
- As a result of this, we needed another teaching room and our learning support was relocated to the specialist teacher's room. Learning support is also using the meeting room each Monday and Tuesday for withdrawal sessions with children. Year 2J is now located in the learning support room.
- We welcomed thirteen new teachers to St Patrick's, a new cleaner; Mrs Lesley Meldrum, a new teacher assistance in Year 6W, Mrs Gina Legge, a new part time learning support teacher; Lynette Camilleri-Blemings and a new Early Careers Support teacher; Mrs Kylie Heinemann.
- We have also welcomed back Mrs Helen Sweeney as our administration secretary following a year's leave and Mrs Brenda Finning as our school's APC – assistance to the principal coordinating curriculum at St Patrick's.
- Over the holidays, our school was used as emergency accommodation for over 100 people who were evacuated from their homes. Many commented on the wonderful presentation of our school and this is due mainly to the work done by Brett and Vicki Doolan and the commitment of the P and F to improving the school surrounds.
- Over the holiday break, two classrooms nearest the undercover were refurbished with new joiner, carpets, pain and the two adjacent classrooms were repainted and recarpeted. This project was financed partly by the federal government and the remainder from school funds.
- Two new interactive whiteboards have also been purchased (10,000) and installed so now all classrooms at St Patrick's have these interactive whiteboards. Most teachers are using these well and professional development in their use is being supplied.
- Our 2011 school and house captains have been announced. Our school and vice captains are Lucy Coughlan, Joshua Brown, Aiden Mayne and Izzy Gurney. Sixty year sevens made speeches for the school and house captaincies.
- The NET (National Evangelisation Team) arrived in Emerald on Thursday 24<sup>th</sup> February and will be in Emerald for the year. They are working at Marist and St Patrick's as well as in our parish and Emerald community. The four members of the team will be at St Patrick's every Wednesday each week to work with our year 7s and 6s. They will be a wonderful addition to the religious education program already taught at St Patrick's.

- Our parent information evenings held in week three went extremely well and were well attended by families from all year levels.
- The school is in the process of receiving quotes for the cementing of the areas under the blue and maroon shades. The bitumen under these areas coming away and is unsafe. We will also be having another shade cloth erected between these two areas to provide more shade for the children.
- A working bee was held on the sacred garden last week to plant shrubs and tidy the area. A sign giving a brief explanation of the garden will be installed within the next fortnight. This area is being used a lot more by our children.
- The parish/school welcoming BBQ was held last weekend after Saturday night mass outside the church. It was a simple free sausage sizzle and drinks. New families were asked to introduce themselves during mass. There was also a welcoming morning tea after mass on Sunday at 9am.
- Interviews for acting APRE were held today. The panel for these interviews included Mr Ross Jones, Western Supervisor, Ms Dianne Rowan, diocesan religious education coordinator, our parish priest, Father Stephen Hanly and myself. The successful applicant will be announced by the end of this week.
- Our Parents and Friends Association Annual General Meeting was held on Monday last week. Congratulations to the following parents who were elected to executive positions for this year:-

President -	Craig Burkhardt
Vice President -	Michael Heinemann
Treasurer -	Amanda Noone
Secretary -	Cherie Young
Tuckshop Committee President -	Kerri Twaddle
Uniform Convenor -	Cathy Chapman

Thank you to these parents for taking on these roles for this year.

### **Workplace Health and Safety Report – March 2011**

- A WHS Walk around was not held last year. A walk around will be organised for this semester to address and WHS issues in the school
- Our Annual Asbestos audit has been booked for May.
- Paul Bryant, facilities officer from DCEO, will be here on Wed, 2/3/11 to inservice Belinda and I on the use of the Pinnacle maintenance / WHS software.

- A 6 monthly air con service contract has been arranged with Enwise Electrical. The first visit for this year was on 14<sup>th</sup> Feb, with all units in good working order. Next visit is in early September.
- Fire Hydrant situation. A new fire main needs to be installed from Yamala St to the centre of the school to meet current fire regulations. This is still being finalised by our architects and DCEO. Probable location of this fire main will be near the pillars in the undercover area.
- Under the Blue Shade sails the bitumen is falling away. Quotes for cement slab and re-bitumen have been sourced for repairs.
- Sourced quote to put a third shade in between red and blue shade sails to increase shade area.

### **CLOSE OF MEETING**

Meeting closed at 8:10 p.m.

<p><i>The next meeting will be held on : Tuesday the 12<sup>th</sup> April 2011</i></p>	<p><i>I verify these minutes to be a true and correct account of the meeting held on the</i>  <hr/> <i>Principal- Max Martin/Chair -Derek Mayne</i></p>
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