Sheffield School Association Inc.

Minutes – Thursday 20\textsuperscript{th} February, 2014

Venue: VET Room at Sheffield School

Time: 7:00 pm

Meeting organiser: Kate Haberle

Meeting recorder: Kate Haberle

Present: Ron Daly, Kate Haberle, Tim Dyer, Amanda Grey, Allison Boutcher, Dayna Grey, Philip Turner, Cindy Dunlop, Kelli Parker, Bradley Huett, Emma Wells, Chloe Temple, Anita Richards, Jamie Skirving, Elaine Deverell, Jacqui McCarthy Melissa Dudley, Chris Puccetti, Newton Maddick, Anna Maddick

Apologies: Mariska Scerri, Sharon Allen, Debbie May

\textbf{Moved}: Kelli Parker, \textbf{Seconded}: Chris Puccetti, “that apologies be accepted.” \textsc{CARRIED}

1. Minutes of previous meeting: (5th December, 2013)

\textbf{Moved}: Cindy Dunlop, \textbf{Seconded}: Dayna Grey, “that minutes of the previous meeting be accepted.” \textsc{CARRIED}

2. Business Arising: Nil

3. Correspondence

3.1 Out – Nil

In –

- \textbf{Kate Haberle} – Application for membership of the School Association as a community member.
- \textbf{Susan Dunn, Secretary of LCC} – Proposal for change of Chaplaincy provider.

\textbf{Moved}: Chris Puccetti, \textbf{Seconded}: Jacqui McCarthy, “that Kate Haberle be accepted as a community member of the School Association”. \textsc{CARRIED}
Moved: Elaine Deverell, Seconded: Philip Turner, “that the inward correspondence be accepted.” CARRIED

4. Special Committees Reports: No report

5. Standing Reports

Student

- School started back again with students settling in well.
- The swimming carnival is being held tomorrow where students will participate in swimming races at the newly renovated Devonport Splash Aquatic Centre.
- Immunisations are coming up for grade 7 and 9 students on the 7th March.
- Railton students feel very accepted. They are very happy and love the larger campus and social aspect of the school.
- Immunization: Students responded by explaining the process and the reward of a lolly after the injection!!
- Swimming Carnival caters for students from grades 3 to 10 including the Railton Campus. Buses return by 3.00pm which is normal home time.
- Census Day tomorrow. The number of students enrolled is identified and sent to Hobart so that staffing can be finalised.

Early Childhood

- We have increased a class this year. The class configuration being 2 Kinders, 2 Preps, a straight grade 1, a composite 1/2 and a straight grade 2
- All new students have been tested for literacy.
- PIP’s testing has commenced and will continue over next week.
- 1 Allen visited the Community Garden and helped plant seedlings and water and mulch a raised garden bed. Tomorrow they will be involved in preparing two garden beds for the planting of bulbs in our school garden beds.
- Staff from across both sites have revisited subject overviews (scope and sequence) and are looking forward to developing a scope and sequence for Geography, as this is coming on board this year.

Primary

- We have welcomed three new staff members in the Primary corridor this year. We have a very friendly, supportive team environment within the staff.
- Students who have transferred from the Railton campus have made a fantastic start. They are really settled, focused and are establishing some positive friendships.
- The establishment of very clear behaviour expectations and messages across the primary area have resulted in positive behaviours and a settled start.
• We have taken up the Battle of the Classes competition again this year. Students have the potential to earn a point for their class each day for being in full school uniform and another for having a water bottle or boost break on their desk. Tidy classroom checks are conducted by our cleaner for a score out of ten and random bag area checks are also conducted for a score out of ten. Ten points are deducted from the class total each time they have someone on timeout in the playground. Classes have the chance to earn ten points at the end of recess and lunch for the first class lined up. There is one winner each week and at the end of each term the class with the most wins will receive a class prize.
• Golden Tickets are being used again this year in the primary area. These are awarded for a variety of reasons including positive behaviours and hard work. At each assembly one ticket is drawn for each class’ box and those lucky winners can choose from a range of prizes such as a movie ticket, laser tag ticket and book club voucher.
• Our Student Representative Council (SRC) members have been elected for each class. They are: 3/4 PM Sky Burton and Harrison Watling, 3/4 D Brooke Foster and Kalan Agnew, 4/5 L Grace Young and Ethan Tirant, 5 O Taylah Watling and Denver Puccetti, 5/6 R Kasey Woods and Tony Temple and 6 BJ Samantha Denby and Keiffer Stafford.
• Our primary house captains and vice captains have been elected for Don, Roland and Kentish. Don Captains: Billie Chatterton and Alex Diprose, Don vice captains: Takisha Norris and Tony Temple, Roland captains: Hollie Braid and James Knight, Roland vice captains: Kasey Woods and Mitchell Burns, Kentish captains: Samantha Denby and Noah Fulcher, Kentish vice captains: Sharnee Hyland and Keiffer Stafford.
• Grade sixes have now applied for monitor jobs and successful applicants have started. These jobs include bus line monitors, canteen assistants and flag pole monitor.
• We are currently working on obtaining Mathletics and Reading Eggs access for all students which will allow them access at school and home.
• Tour de Cure is coming on the 4th April to talk to the kids. This includes 65 cyclists who are raising money to cure cancer.
• Our swimming carnival will be held tomorrow at Splash Aquatic Centre.

Secondary

• The staff and students have settled back in nicely and the school seems to be ticking along nicely.
• There have been a few new enrolments in the secondary area.
• We have two new teachers – Emma Wells and Sam Lutwyche
• The students are all excited for the swimming carnival tomorrow.
• The 9/10 students all listened to the StartSmart presentation on Friday 14\textsuperscript{th} February. This is delivered by the Commonwealth Bank and focuses on Financial Literacy.
• The grade 8 team are already planning the grade 8 camp which will be held this term.
• A number of keen staff and students have joined a Bootcamp group to work on fitness. It is fun, but hard work.

6. Sub-committee Reports

6.1 Chaplaincy –
Kate reported on the meeting held today at 4.30pm. A proposal to change Chaplaincy provider from Scripture Union to Devonport Chaplaincy Incorporated was tabled and approved at the LLC meeting. A letter form Susan Dunn, Secretary of LCC was received outlining the reasons for making this change to DCI. Council members were given the opportunity to ask questions regarding the proposal to change provider. Philip Turner expressed his concerns about the governance and practices of DCI. These will be referred back to the LCC (Local Chaplaincy Committee). It is important that the organisation has policies that are in line with our policy.

\textbf{Moved:} Elaine Deverell, \textbf{Seconded:} Allison Boutcher, “that we endorse the proposal to change the provider from Scripture Union to Devonport Chaplaincy Incorporated provisional of addressing the concern raised by Philip Turner.” \textbf{CARRIED}

6.2 Show Committee – No meeting

6.3 Farm Committee – No meeting.
• Things are going well at the farm. Milk production is in excess of previous years. A profit is being made. The manager is doing well. 20 acres of hay has been cut. 38 acres cut for silage, with another 20 acres 8 weeks later. $145 was paid for a lamb, top price at the sale.
• As a School Council, we are employers of the farm staff. A misconduct issue has arisen at the farm. There are three main things to consider here.
  1. Alleged situation not involving one of our students. It concerns a minor and the alleged incident did not occur in school time.
  2. It is currently in the hands of authorities so we are proceeding in an appropriate and proper manner.
  3. When a situation like this occurs, it is important to double check that our child safety policies including practices and procedures are in place. Ron and Tim have met to discuss this. Tim as chairperson of our School Council will keep members informed. At this stage it is only an alleged incident. We are aware of it and tracking it clearly.
6.4 Junior Cattle Handlers Committee –  
- A meeting will be held next month.

Principal’s Report – Tim invited Ron to address the meeting.

- Ron thanked everyone for attending the meeting tonight and for their up and coming contributions which will occur during the year.
- There is quite a few new staff working across all sectors of the school.
- Enrolments are on par with what was expected from the end of last year.
- Priorities for 2014 including:
  1. Australian Curriculum – Geography K-8, Health and PE 7-10 with trial elements of this curriculum from P-6.
  2. Feedback Culture with the staff to improve teaching practices. Setting goals and completing a Personal Learning Plan.
  3. TAP program – There is not a TAFE component this year but students can still do a work placement. There will be changes to the Work Experience program this year. Rachel Matchett has already started working on the career plans with the grade 10 students. Personalized learning is in place to meet individual needs.
  4. E Learning has continued to be offered to students this year, 5 students are doing French, 1 Chinese, 5 Creative Writing. Flexible timetabling is in place to meet the demands of these courses. Time needs to be available so students can speak with their lecturers online.
  5. Hopefully grade 8 students will receive their personal tablet for use at school and at home.
  6. Respectful Relationships are programs being used this year.
  7. Don College held their Celebration Evening last week and many of our past students received subject awards. Well done to these students.
  8. Swimming Carnival – Due to Department regulations the permission notice for students to participate in the swimming carnival is in a different format. It is compulsory for parents/guardians to complete this form.

7. Special Business

7.1 Changes to Constitution

- Formal notice of changes to the constitution needs to be given to include the link between Sheffield and Railton. The formal changes will take place at the Annual General Meeting on the 16th April. Tim went through the changes to increase our membership from 21 to 25. These will be tabled at the next meeting.
- The Railton School Association closed on the 3rd December. They now cease to exist. The books have been transferred to the main campus at Sheffield.

7.2 P&F Delegation.

- We are the overarching body for sub committees of the School Association. We need to give a formal delegation of authority for these committees to operate within our
guidelines. It is therefore necessary to authorize the Parent & Friends group at Railton. Tim presented the policy to the meeting.

Moved: Tim Dyer, Seconded: Philip Turner, “that we establish the existing Railton P&F group as a formal subcommittee of the Sheffield School Council and approve the delegation of authority as tabled. CARRIED

7.3 Agenda

- Agenda items for this year will include Railton and the School Charter. Every three years we review the School Charter and this will need to be done this year in readiness for 2015.

7.4 Memorial Service

- A memorial service was held during the holidays for Nic Easton who passed away in Adelaide. Nic was a past student of the school and Ric, his father, was on the School Council for many years. Ron received a letter from Georgia, Nic’s sister, thanking Jamie Skirving and the school community for their help in setting up the hall and all the other tasks that were necessary to ensure the service went smoothly. A card was sent to the family from the School Council. It is important as a school community to support and care for families in need and to offer any assistance that may be required in various circumstances. Tim thanked the staff who made themselves available during the school holidays.

Meeting closed at: 8.40pm.

Next meeting will be held on THURSDAY, 20th MARCH 2014 at 7.00pm in the VET Room.