



# WESTBOURNE PARK PRIMARY SCHOOL GOVERNING COUNCIL

## NEWSLETTER ISSUE NO. 1, 27 MARCH 2018

---

### INTRODUCING YOUR NEW GOVERNING COUNCIL NEWSLETTER

A warm welcome from your new Governing Council. It's hard to believe that we are nearly at the end of Term 1 already!

Following our last council meeting on Tuesday, 20<sup>th</sup> March we have decided to introduce regular communication from the Governing Council by way of this inaugural newsletter. We want to ensure parents, caregivers, staff and students are aware of the role of the Governing Council at WPPS and what is discussed and agreed at council meetings.

We have committed to producing two newsletters each term. Each newsletter will be released the week following the council meeting to ensure relevant information is disseminated regularly and in a timely manner communicating decisions made by council.

The council meets twice each term on Tuesday of week 3 and week 8 so newsletters will be distributed during weeks 4 and 9 each term.

### SUMMARY FROM 20<sup>th</sup> MARCH MEETING

#### 1. Out of School Hours Care ("OSHC")

- Discussed YMCA, a not for profit organisation, being awarded the three-year contract for before and after school hours care along with vacation care;
- Council acknowledged and thanked the OSHC committee and Rachel Bishop for the hours of work spent on this process including days and nights during the Christmas school break.

#### 2. Canteen

- Sally Stefanopoulos continues to do an excellent job managing the canteen;
- Qkr! use increasing which is making lunch orders more efficient;
- Small profit of \$429 achieved for the month of January;
- Always looking for more volunteers. If you are able to assist please speak with Sally or Sue Morrison.

#### 3. Sport

- Reviewed the draft comprehensive "Out-of-School Sports Policy" tabled by Rachel Bishop which covers organisational matters, code of conduct for students, parents and coaches amongst other information. Further changes to be made to this document before being finalised and released in Term 2;
- Investigating options to improve the Qkr! registration process to prevent duplication issues if registering one child for three separate sports for example.

#### 4. Fundraising

- Mix and Mingle was held last Friday night with 30 Adults attending of which 18 were new families.
- Friday fun (13<sup>th</sup> April at 2:10pm) is looking to be bigger and better than last year. There will be adult 'market' stalls. Looking for donations from the school community such as second-hand toys and lucky dip jars;
- Disco and Wine and Cheese Night scheduled for Friday, 25<sup>th</sup> May;
- School Quiz Night scheduled for Saturday, 18<sup>th</sup> August.



# WESTBOURNE PARK PRIMARY SCHOOL GOVERNING COUNCIL

## NEWSLETTER ISSUE NO. 1, 27 MARCH 2018

### 5. Education

- Habits of Mind (“HoM”) Reinvigoration was discussed to ensure we keep the momentum going. Julie has spoken with staff about this and a plan is being developed to then go back to the Education committee;
- Working on the annual parent survey which will go out early in term 3;
- Working on a FAQ page for the website and other resources to provide information on common questions e.g. *Why do we have composite classes?*

### 6. Finance & Facilities

- Resolved to write off the \$3,148 balance of the old in-house OSHC service outstanding invoices dating back to 2015 and 2016. After many reminder letters and follow ups we cannot go any further to collect these debts (i.e. external debt collector) based on advice from DECD;
- Moved that the old OSHC service now be wound up with surplus funds (circa. \$140K) to be transferred to the main WPPS investment account. Moved also that around \$70K of these funds be allocated to replacing the Yard B playground;
- Sports fee increases approved. Amounts vary depending on sport. Had to increase to cover costs of equipment, association fees etc.;
- Painting, gutter cleaning and plumbing repairs will take place during the Term 1 school holidays.

### 7. Sustainability and Grounds

- New “Sustainability Committee” has been convened for 2018. First meeting will be held on Wednesday, 28<sup>th</sup> March.

### ROLE OF GOVERNING COUNCIL

The Governing Council is jointly responsible with the Principal for the governance of the school. In broad terms the Council’s role is to ensure the school community has a voice in how the school operates.

The Governing Council’s role is set out in its constitution and includes:

- Strategic planning for the school
- Determining broad policy direction for the school
- Oversight of school finances, including approving the school’s budget and monitoring the financial performance against that budget
- Presenting operational plans and reporting on its operations to the school community and the Minister
- Responsibility for the care and maintenance of the school facilities and property
- Raising funds for special projects undertaken by the Council on behalf of the school community
- Complying with a code of practise approved by the Minister
- Participation in a dispute resolution process for the resolution of disputes with the principal

It is **NOT** the role of Council to set the curriculum or influence the day-to-day management/running of the school and as such it cannot employ, or affect the employment, of any teacher or member of the School’s management, including the Principal. Further, if you have specific questions or concerns regarding your child these matters cannot be brought to the Governing Council. In the first instance they should be raised with the child’s classroom teacher. If you have further concerns after this has



# WESTBOURNE PARK PRIMARY SCHOOL GOVERNING COUNCIL

## NEWSLETTER ISSUE NO. 1, 27 MARCH 2018

occurred then the matter should be raised with Leadership (Principal, Deputy Principal or Assistant Principal).

### GOVERNING COUNCIL MEMBERS

I would like to take this opportunity to remind everyone of the 2018 members. This information was also communicated by Julie in the WPPS newsletter issue 2.

#### Office Bearers

Chairperson – Ben Preston  
Deputy Chairperson – Juliet Fuller  
Treasurer – Damian Bradford  
Secretary – Tarnya Temme

#### Members

##### 1-year tenure

Rebekah Palmer, Nichola Djurasevich, Matt Sutton, Tarnya Temme, Sarah Bougourd and Donna Hobbs

##### 2-year tenure:

Ben Preston, Diarmid Lee, Anne-Therese Mansell, Cindy Healey, Damian Bradford and Juliet Fuller

##### Staff Representatives

Sharon Ronavuso and Sean Mullin

### FUTURE GOVERNING COUNCIL MEETING SCHEDULE FOR 2018

	<b>Term 2</b>	<b>Term 3</b>	<b>Term 4</b>
Week 3 meeting	15 <sup>th</sup> May	7 <sup>th</sup> August	30 <sup>th</sup> October
Week 8 meeting	19 <sup>th</sup> June	11 <sup>th</sup> September	4 <sup>th</sup> December

Thank you for taking the time to read our inaugural newsletter.

Yours sincerely,

**Ben Preston**

*Chairperson*

*Westbourne Park Primary School Governing Council*