Sunshine Harvester Primary School
No.5526
SCHOOL COUNCIL MEETING – 9/11/15

Chairperson: Peter Mooney-Smith
Minute Taker: Chris Welsh

WELCOME AND OPENING OF MEETING: - 7.00pm

1. PRESENT:
   | Paul Griffin | Emma Ryan | Imelda Romera |
   | Carol Hewett | Don Higginbotham | Peter Mooney-Smith |
   | Carolyn Kustura | Chris Welsh | Terry Cuddy (7.45pm) |

2. APOLOGIES:
   | Scott Hammond | Daniel Zaathang | Rocky Fitzpatrick |
   | Chris Durbridge |

3. MINUTES OF THE PREVIOUS MEETING:
   Moved that the minutes as circulated are an accurate record of the meeting held on 14/09/15.
   Moved: Carol Hewett Seconded: Emma Ryan

4. BUSINESS ARISING FROM THE MINUTES :-
   • Gr 3/4 Weekaway camp cancelled due to bush fire threat.

5. CORRESPONDENCE: Paul Griffin
   • Email – Rocky Fitzpatrick inability to attend meeting
   • Brimbank Council – noise complaint – 2am Sunday morning – notified that school closed at this time.
   • Brimbank Council – noise complaint – Saturday afternoon – Zion Pentecostal Church band practice – referred to Church Pastor.
   • Australian Catholic University – positive response to Grade 6 visit.
   • OH&S audit – requested by Elena. Fantastic improvement on result – now 92.8% completed.
   • Melbourne University – positive response to presentation by Gr 6 students Tovio & Ivy on African Health Check performed at school.
   Moved: Don Higginbotham Seconded: Imelda Romera

6. PRINCIPAL REPORT: Paul Griffin
   We are now called the Education state and this slogan will be now put on new Victorian registration plates. To be more succinct it is about improving outcomes for every student, in every classroom, in every school and in all communities
   In order to provide before and after school care we have had discussions with the New Futures Day Care Program. The people who work for this program are fully qualified licenced educators who look after children in their own homes, full government rebates apply to any one using this service
   On Wednesday 14 October I was notified that the Department of Education Training will be removing the school portable close to the oval. This means will have to find alternative space for our AUSLAN program, Foundation House Counsellors and community groups.
   Our parent opinion survey came in week ending 16 October. 23 families out of 66 responded. This is a small sample. However it does show a positive change from last year. In 2015 the school did a number of things to involve our community including more school events and more access to teachers
The new Victorian Curriculum has now been released. This will complement our current work and allow for us to tighten our programs. The new curriculum will have implications on our student reports but will also give us flexibility as it is designed as a continuum. Monique Welsh and Kylie Blaszczyk are applying for a grant to build a space to support our AUSLAN program and to support students with special needs. The value of this grant is around $200,000 so it will be very competitive. We are planning to put it in the space where the Portable will be taken from Staffing 2016. All staff have responded to what their 2016 intentions are. Due to work place flexibility 2 staff are returning part time at the start of term 3 2016. All full time advertised positions for 2016 have been filled and we are now working on the 0.4 part time position. Staff opinion survey came the week ending 16 October. In general this survey showed that the staff are very positive about our work place and were happy with the school direction.

School Enrolment As of Friday 6 November 2015 our school enrolment is 432 students with 20 grades. We have 2 international students from India.

Moved: Carolyn Kustura Seconded: Emma Ryan

7. CURRICULUM REPORT: Carolyn Kustura

Literacy -
Staff are receiving professional development from our Department Speech Therapist, Kylie Blaszczyk, in the area of Phonics & Phonemic Awareness. This will be a primary focus in the junior school in 2016. Purchasing of necessary resources is complete and will be available for staff to familiarise themselves with prior to the 2016 school year.

YuMi Maths -
We now have a new agreement with QUT and will remain Victoria’s Centre For Excellence until the end of 2017. We have sent a team to represent SHPS at the 2015 YuMi Sharing Summit. This professional learning opportunity has been fully funded by the YuMi grants we have received.

The team of four representatives presentation focused on:
• How YuMi is now considered and planned in accordance with Integrated topics, slotting mathematics into reality wherever possible across the curriculum.
• First Steps Program for ‘at risk’ Prep students which runs 3 mornings per week.
• Regularly organise and host ‘Family Afternoons’ where maths at home is promoted.
• Production of a monthly YuMi newsletter.

The results from the Australian Maths Competition are in! We received:
• 1 Distinction (Richard yr 5)
• 8 Credits
• 11 Proficiency awards
• 1 Participation award

Transitions & Pathways -
The pitter patter of little feet has flooded the school yard as our 2016 prep enrolments continue to familiarise themselves with our school as part of the transition process. Our optional School Stars Program, that focuses heavily on the development of pre literacy skills, has attracted interest from over 30 participants and continues to become a renowned talking point in our community. Formal classroom visits are also underway, with this year’s emphasis being ‘Parent Involvement in the Classroom Program’.

Grade 6 have been involved in the Speed Careers Program implemented by ARDOCH. The program runs for 5 sessions throughout the year for 1 hour and exposes students to different pathways into careers by providing them with the pre-requisite knowledge and skills that are required before choosing a profession. The program is structured in such a way where students are interacting, questioning and participating in speed career workshops. These workshops involved in depth discussion, activities and enquiry sessions of professionals in different fields to share their knowledge in their areas of expertise. During one of the sessions, students visited...
Australian Catholic University to experience university life, meet lots of professors and current university students. This day encourages students to reassess their learning habits and set goals for the future.

Art -
The grade preps will be supported in their understanding of fairy tales by doing visual arts creations of stories, characters and settings such as; craft activities to make 3 Billy Goats Gruff Bridges and Pigs houses. We will also do some acting out of fairy tales and explore how characters may be feeling and how we display this with our faces and body language.

The grade 1/2s will be learning about recycling. We will do art craft reusing common equipment that can be thrown out such as egg cartons and paper bags. We will work on our public speaking skills with acting games and speaking to an audience about the importance of recycling.

Grade 3s are learning about their community, and widen out to Australia as a whole. We will design a flag to represent our community, and do a pictorial map to represent Australia. For performing arts we will look at how politicians talk. Students will create their own short speeches.

Grade 4 will learn about portraits and drawing people. We will look at portraits and how to achieve accuracy. We will also do acting games to help understand people’s feelings and their reaction to them.

The grade 5s are leaning about space. We will represent space scenes, phases of the moon and the like in art. Students will also do some acting activities where they will explore how to demonstrate characters feelings.

The grade 6s are learning about the human body and how it is changing. We will look at drawing people including portraits and caricatures. We will also do acting games to look at people’s feelings.

All grades are learning to perform a song for the school concert.

ICT -
Students in P-2 are learning to use PowerPoint to make simple slide shows. They are learning to use search engines to find and save images and to save their work in shared network drives.

Students in 3-5 are learning to use Movie Maker Live to create movies using still pictures and live video. They are learning to search for and save royalty free mp3 files to insert in their movies. They are using transition effects, titles and captions.

Students in Grade 6 are creating PowerPoint slides for the graduation. Later in the term they will use Movie Maker Live to create short video presentations for possible inclusion in the graduation program.

Students from grades 1 - 6 are completing PAT Reading, PAT Mathematics Plus and On Demand testing.

PE –
Term 4 is a busy one in the PE department with the camping and swimming programs. Unfortunately the 3/4 camp to Weekaway was cancelled due to bushfires in the Lancefield area. It was deemed unsafe for our students to attend the property as the road into and out of the property had been closed. In early December our 5/6 PODS will embark upon Lorne for a 3 day surf camp. The interest in this camp has been astronomical with 70 students to participate in what will be a great experience for all involved.

In PE lessons, students have been learning and practising cricket skills including batting, bowling, catching and throwing. They have used these skills in various adapted cricket games. The engagement and participation school wide in this unit has been fantastic. With the weather improving during this term we will be spending the remainder of the year learning ‘summer based sports’ such as tennis and tee ball.

Students have enjoyed playing on our new basketball court since the recent upgrades. This has made PE lessons safer with the new softer surface.

Auslan -
My aim for the program that I am running is for students to begin to initiate communication and follow personal interest and ideas. Students are encouraged to develop their signing and non-verbal communication
skills to help develop their understandings of communication outside the Deaf community. The LOTE program is delivered in a hands-on way with a number of games and activities designed to develop specific areas of understanding.

Program
The Auslan (Australian Sign Language) program is designed and offered for students from Prep to Year 6 at our school. Each week, Prep-grade 6 is timetabled for an hour session. Lessons are also offered to students who are keen learners to develop communication with other deaf children at Furlong Park Deaf School. This is offered once a week for an hour and a Sign Choir session for half an hour. This encourages students to develop their skills in communication to be able to communicate with deaf children at Furlong Park.

We also use the Polycom TV to interact with students at Furlong Park to further develop their communication skills. As part of the LOTE program, there is a native signer to help improve their signing and communication skills. This is done to ensure students are given the opportunity to develop links with others in the Deaf community and to develop their understanding of Deaf culture.

This encourages and caters for all children, students are taught to communicate through this rich, visual language. Using Auslan, students are able to demonstrate single signs and simple signed sequences on a multiplicity of topics, recognise signs to obtain meaning in a short conversation or signed text, follow instructions, simple dialogue and participate in games and activities.

More importantly, students recognise, demonstrate and respect some of the differences between Auslan and spoken languages.

During Auslan lessons, students practise:
- signing vocabulary on the allocated topic
- reading back signs connected to the fingerspelling
- alphabet, numbers and greetings
- learning strategies for getting the attention of a deaf person
- using demonstrated tactic tips for communicating with a deaf person
- using classifiers or description and location for following directions.

Students are able to practise their skills in using and understanding AUSLAN in a variety of ways throughout the school year and in the curriculum.

Auslan assessments are conducted at the end of each term to look at individual areas of improvement in students as well as areas across the whole school. These assessments are conducted in a one-on-one filming situation with a deaf adult to ensure an accurate sample or a worksheet to prove their assessment.

PBS
We have had a full year of the implementation of “School Wide Positive Behaviour Support” at Sunshine Harvester Primary School, at the universal, or ‘tier 1’ level.

The teachers have all shown a good response to teaching and rewarding appropriate behaviour. Next year we will need to continue encouraging teachers to devise systems in their pods that ensures they are spotting and acknowledging the behaviours of the quiet achievers, as well as using high five cards to motivate desirable behaviours in children who lack skill or motivation. We have shared systems, looked at photos of ways to ensure we spot everyone, and will continue with this next year. The children continue to show great enthusiasm for “High Five cards”, and at least 35 children have reached 40 cards or beyond.

Our behavioural data has shown a drop in total incidents of concern, although our children with complex behavioural issues continue to be a challenge for us. However it has been wonderful to hear a variety of things being thought up to help prevent misbehaviour. The professional development provided by Shiralee Poed at our February conference, and by Dan Petro in late July, were well received by all staff. 19 staff have completed the DE&T’s “Managing Challenging Behaviours” course, the ES staff are halfway through this course as a group, and the remaining staff have all commenced the course. A small ‘tier 2’ team has begun to meet and look at data collection systems and support systems for students needing more adult support in order to maintain appropriate behaviours. Training materials for beginning ‘tier 3’ has just been published.

Camp -
Hearts broke to the announcement that 3/4 camp at Week Away was cancelled. Unfortunately the Lancefield bush fires posed too much of a safety risk to proceed with the camp. Spirits were lifted when the 3/4 teachers organised a surprise camp day on the school premises.

Sleeping bags crowd the hallways as the grade 2 students prepare for their first school camp experience at the annual school sleepover. This event is often the first instance that many of our students have spent away from home. It promises to be a great night.

Incursions & Excursions -
The Drama Tool Box incursion saw the prep students dress up in elaborate costumes and explore settings, complications and resolutions to complement their unit of work on Fairytales.
Serious scientists are investigating the importance of sustainability in the Grade 1 and 2 areas. An excursion to Ecolinc ignited curiosity through activities involving sifting through compost to locate mini beasts, to filtering water using recycled materials.

New Facilities -
There is plenty of enthusiasm in the yard as the students engage with the newly painted designs & surfaces. The teachers have specifically been using these as resources to reinforce the YuMi maths concepts of 'body' and 'hand'.
The physical education program is also actively using the new outdoor areas to engage students in rigorous physical activity and games.

Curriculum Review -
We are currently in the process of reviewing our curriculum programs and are making modifications in line with the updated Australian Curriculum.

Moved: Carol Hewett          Seconded: Chris Welsh

8. FACILITIES REPORT:  Paul Griffin

The following activities have been completed on the school facilities

- The asphalt area has now been covered with a synthetic surface providing a softer and safer area for students to play basketball, netball, bat tennis and Newcomb
- The Education Department is preparing to remove the MOD5 portable next to the oval as it is needed at another school. This in turn will put pressure on space and school flexibility. To counter this and after seeking advice from South Western Region I have ordered removable walls to create withdrawal space and make the rooms more flexible. I will have to have these placed on our SAMS plans so the rooms are properly calculated
- Our new blue outdoor tables and chairs have been replaced with tamper proof bolts so students can not dismantle them
- Purchased new freezer for canteen as canteen freezer broke down. It was an ex Sunvale freezer
- Toilet installed at the environmental centre and a Laundry/store room has also been constructed. This structure will help to teach students with developing and experience some life skills
- Garry from brighter lines has now finished our long awaited new playground lines. This includes a number grid up to 100, frog hopscotch, lizard hopscotch, twister, snake number line, snake alphabet, sun clock and compass, centre meter chart, clown number grid and a number ladder to 12. These colourful line markings have certainly caused a lot of interest in the yard
- A fence has been installed in the passive play area so there is a set boundary for students
- Screen trees and garden bed have been installed in the passive play area so as to add privacy to students from the bus shelter
- Area behind the barn is now cleaned up and debris removed in preparation for a clothes line. Ground has been levelled and weeds removed
• Barn toilet and laundry now complete so area should now be well utilised and independent from the main school
• Area between portable and grade 1 under chair has been cleaned and rubbish removed
• Key tell has been increased to handle more school keys
• Soap dispenser placed in first aid room
• Soil delivered to prep vegetable garden
• OH&S compliance with contractors is an ongoing process
• OH&S procedures with in the school are continually being improved. Term inspections were completed in October. Main issues were in regard to lighting and an appropriate PA system at the back of the school.

Moved: Carolyn Kustura Seconded: Don Higginbotham

9. FINANCE REPORT: Chris Welsh

No Finance Committee Report

Finance reports for September 2015 & October 2015 tabled.

School Council ratified all receipts and payments for………..

**High Yield Investment Account** for the month of September 2015.
Receipts - $11,058.00 Payments/Transfers – $15,000.00

**Official Account** for the month of September 2015.
Receipts - $33,953.00 Payments - $37,043.00 (Chq 2744 – 2745, Direct Debit & Bpay payments).

Moved; Terry Cuddy Seconded: Carol Hewett

**High Yield Investment Account** for the month of October 2015.
Receipts - $340,635.00 Payments/Transfers – $125,000.00

**Official Account** for the month of October 2015.
Receipts - $145,425.00 Payments - $146,060.00 (Chq 2746 - 2770, Direct Debit & Bpay payments).

Moved: Terry Cuddy Seconded: Carolyn Kustura

10. PARENT & FRIENDS / FUNDRAISING REPORT: Carolyn Kustura

No written report

• Lapathon raised approx. $ 1340.80
• Zion Pentecostal Church – donation to school of $2900.00.

Moved: Chris Welsh Seconded: Imelda Romero

11. JUNIOR SCHOOL COUNCIL REPORT – Paul Griffin
**JSC Agenda/ Minutes for: the 8th of October 2015**

**School Name:** Sunshine Harvester Primary School  
**Team:** Junior School Council  
**Team Leader:** Chloe

**Team Members:** Van, Tina, Madiya, Mason, Samiha, Brandon, Anatovina, Ahmed, Annika, Richard, Jack and Sarah.  
**Started:** 2:05

**Present:** Annika, Richard, Brandon, Jack, Samiha, Ahmed, Anatovina, Mahdiya, Mason  
**Apologies:** Van, Sarah, Angelina  
**Ended:** 2:21

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| Fundraising  
- 5 Cent Jars  
- End of term casual dress  
- Other | 3 minutes | - Last term 2A raised the most money and won the 5 Cent jar competition.  
- Chloe to find out the total amount raised  
- 5 Cent Jars in term 4 to raise money for new resources around the school. |
| PBS  
- Lining Up  
- PBS Event | 3 minutes | - Richard and Annika have been scoring the students around the school on how well they line up, students to rotate this job (in the morning, lunch and recess times).  
- We want to celebrate PBS – Chloe to share JSC ideas with Martine (TBA) |
| JSC Events/Activities  
- Book Week Morning Tea  
- Breakfast Club  
- Term 4 activities | 5 minutes | - The morning tea was a huge success, well done, the JSC really enjoyed it and think it’s something we would like to do again!  
- We are in charge of advertising the school fete fun day – more info to come.  
- Chloe has spoken to Mr Griffin and Ms Kustura, we have put it an application to run a Breakfast Club next year, looks promising! Very excited! Need to work out issues such as staffing, rosters, students involved, location etc.  
- Halloween themed scary story writing competition – due week end of week 4, students to advertise at next assembly.  
- Spelling/AUSLAN (finger spelling) Bee – lots of enthusiasm from students from grade 3 up! |
| Parent Involvement | 2 minutes | - What could we do next – invite to PBS event? |
| Student Voice and Responsibilities:  
- Kids Newsletter  
- Helpers for Martine at Assembly  
- MeTV | 2 minutes | - Anatovina and Ahmed to write the next article for the kids’ newsletter – based on activities the JSC are running.  
- Need to get better at organising this with Martine! |
Thinking of making a peer self-modelling video based on sharing food or playing nicely.

To be included - thank you for all the money raised and what it’s going towards – Chloe to get final amounts from Chris Welsh

Halloween: students to dress up – competition best costume, trick or treating (candy), scary story writing competition - TBC.

- Application to run Breakfast Club approved. Food supplied by Food bank
  To commence Term 1 week 3 2016. School to supply staff.

Moved: Don Higginbotham  Seconded: Carol Hewett

13. GENERAL BUSINESS:

**Motion:** School Council approve Lorne Camp – Grade 5/6 – 02/12/15 – 04/12/15
Camp approval documents signed
Risk Management Emergency Plan tabled.

Moved: Terry Cuddy  Seconded: Emma Ryan  Carried

**Motion:** School Council approve application for Inclusive Schools Fund Grant.

Moved: Terry Cuddy  Seconded: Chris Welsh  Carried

Terry Cuddy gave another run down on the Youth Now Project and the need to encourage collaborative and creative thinking to improve youth engagement and future employment opportunities for students.

Meeting Closed: 8.20pm
Next meeting: Monday 7/12/15 @ 7.00pm

Accurate account of meeting held.
Principal…………………………………………………………..
School Council Representative…………………………………. 