# St. Colman's School Advisory Council

**March 31, 2022**

***St. Colman's Vision:***
***We Welcome, We Learn, We have Faith, We Care***

**Agenda:**

**1.0 Opening:**

-Meeting opened by Lily Covery- Oborne
**Present:** Stacey Atkins, Rosie O'Connor, Brianna Barr, Lily Covery- Oborne, Jo Wallace and Alison Greig
**Apologies:** Tammy Camplain and Jo Dolling

**1:1 Welcome/Prayer**

St Colman's acknowledges the Girai Wurung people as the traditional owners of the land on which our school stands and we respectfully recognise elders both past and present.

*While we pray today I invite you to think about what being an ambassador for Christ looks like in your life?*
Pray As You Go- Watch the First 5 mins
*I now invite you to share how you can be an ambassador to Christ in your life?*

*Finish with our school Prayer-*

Dear loving God, please bless our school. Help us to be like St Colman, people of faith who welcome, learn and care. Amen

**1:2 Matters arising from the minutes**

*-Reports on SIMON:* Stacey and Jane followed up the concern of some parents being unable to access their semester two 2021 report. Some parents had access to the reports but some still do not (this could be a technical glitch, some parents are unsure how to access them).
*-Promoting the SAC on the newsletter:* This has been well received, board members have also received positive feedback about the convenience of having the calendar on the newsletter.

**1:3 Acceptance of Minutes of last meeting**

-The minutes from the last meeting at St Colman's School on Thursday 31st of March 2022 have been accepted as motioned by Lily Covery- Oborne and seconded by Brianna Barr and Jo Wallace.

## 2.0 Correspondence:

### 2:1 Correspondence in:

-There is no new correspondence in.

### 2:2 Correspondence out:

-There is no correspondence out.

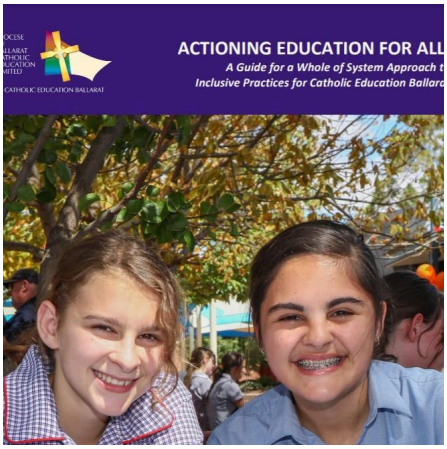
## 3.0 Formation

### 3.1 Actioning Education for All: A Guide for a Whole of System Approach to Inclusive Practices for Catholic Education Ballarat

-The actioning education for all documents was presented at a recent leaders meeting that Stacey attended.

*Discussion:*

- It was discussed that as a Catholic school we are for inclusive education but at the recent conference the principals raised their concerns about the gap between the idea and the reality of this in some circumstances.
- The board discussed the training that is required to properly provide for these students in a mainstream setting and questioned if it is adequately provided.




### 3.2 Tim Sharp

-Stacey presented a 'Ted x' video clip on Tim & Judy Sharp, he was a guest speaker at the recent Lorne principals conference. This outlined some amazing artwork by Tim who was twenty five years old and autistic. Judy outlined her experience of working with professionals in the early stages of Tim's diagnosis (many of these experiences were negative). Judy worked and learned to communicate with her son through his artwork. Now, Tim has been involved with music festivals, travelled internationally with his art, his work has also been turned into cartoons and been on broadway. Judy also talked about the difference it made in her life when she brought her son into a Catholic school. The principal made her feel like they belonged there- they were big advocates for inclusive education and the positive impact it has had on them.

## 4.0 Reports:

### 4.1 Principal – Stacey Atkins

*Discussion*

*Item One- Sacraments:* Reconciliation was conducted on Wednesday this week which went well, we had four students participating. The board questioned if it was advertised at Mortlake College and also discussed if families are allowed to complete confirmation and Eucharist this year without having done Reconciliation. Rosie feels the answer to this is no, however this needs to be clarified.

*Item Two- Athletics Carnival:* This day went well overall, some parents running the activities were waiting around a long time for groups to come. Teachers need to ensure that groups are kept together and support other students who are still coming across the finish line. Place ribbons were handed out for each event, Stacey will talk to Matt about this as we feel that it is too much for the teachers to keep control of the group, score individual students, ensure results go to the desk and hand them out. We are also concerned that this caused more concern amongst spectating parents and children and took away from the purpose of it.

*Item Three- Works:* The shed over the basketball court will be constructed and finished in the school holidays. Work is also being done where the bus pulls up as well as around the front of the school to make it more level and safer.

*Item Four- Uniform:* Girls winter skirts have been ordered.

*Item Five- Annual Action Plan:* The learning walks are taking place next week, Mel Willis (CEO Literacy) is coming in to work with staff. We have done an audit on our current literacy practices and feel that we would like to make improvements to our spelling program. Staff will be undertaking professional development as part of our annual action plan so they will develop professional learning plans.

### 4.2 Finance – Jane Lee

-Stacey presented the finance report from Jane

-Our fee collection is very good with a couple of concerns for next year. Jane has been very good at following this up, our collection compared to other schools is high. The school works with parents who are struggling financially on how they can make contributions to their fees. Principals do have the discretion to write off fees if this is necessary for some families.

-This finance report was moved by Jo and seconded by Lily.

### 4.3 Maintenance – Stacey Atkins

-Frank is continuing his work in this area, most recently he has cleaned out the filters on all of the classroom purifiers.

**4.4 Hampden Catholic Schools Network – Stacey Atkins**

-This is a meeting once per term, the difficulty with this (in regards to a parent rep) is that these meetings are always held during the day when board members are working. The board has decided that parents from the board will take turns at attending as the parent rep.

-Sharon Gillet has raised the concern that if you were to google schools in Mortlake it doesn't come up that we have a network of schools that work very closely together and that MRC doesn't come up as an option once you have been through a St Colman's (for example). It has been suggested that we put more links to each other's schools on our websites as well as have a sign out the front of our schools advertising HCSN.

-The senior students are attending a transition day on Monday from 11am onwards. They take themselves around on a tour, work in the classroom with their teacher and take part in some secondary school activities such as science, sport, art and humanities.

-Lily and Jo reported that it has been fed back to them that they feel more connections need to be made between St Colman's and the other two primary network schools so that they know more of the other kids before going to MRC. We realise COVID has impacted this. Rosie listed the activities that were conducted between the schools prior to COVID. This includes camps (SC & ST), 5/6 HCSN excursion (all primaries), HCSN network day (all primaries), semesterly mass for Feast of the Assumption or Stations of the Cross (SC & ST- we may need to talk to Matt about revitalising this post COVID).

**4.5 Promotions - Everyone**

-This discussion centered around the above (section 4.4) advertising the community of our network as a whole and the fact that there is a local Catholic secondary school.

**5.0 <u>General Business:</u>**

**5.1 Community Engagement**

*Discussion*

*Item One- Easter BBQ:* This is taking place this Friday night at Market Square. Lily suggested next time we do this to invite the kinder for prospective enrollments.

*Item Two- Learning Walk:* This is taking place on Thursday 4th of April and will go for half an hour to an hour. This is like a school tour but a targeted school tour where parents get a good look at how the classrooms are run and see the good things that are happening at St Colman's. It has been suggested that this structured style could become our school tour for prospective families.

*Item Three- School Engagement:* Whole school closure day. Tony has suggested that we get some parents and kids involved in this day to contribute to the conversation.

*Item Four- Term two events (to celebrate as a community):* ANZAC Day (summer uniform event), Mothers Day early morning breakfast to be held at the school from 7:30am onward.

*Item Five- School farm:* We are trialling, having assembly every second week and taking kids over to work on the farm. Jo Wallis is going to help support us in this. The garden beds need attending to and more seedlings need to be sourced.

*Item Six- Raffle:* <u>The raffle</u> was an enormous success last year, there were 600 tickets available and 521 sold. After expenses the school made $9600 which was fantastic. The board agrees that the prices should be kept to $25 per ticket but does not feel that we need to increase the amount of tickets being sold at this stage (this may be something that we look at in the future to reassess). The sale yards and Bates IGA proved to be great locations to sell tickets last year. The Mortlake Market has asked us if we are interested in running a BBQ, perhaps when our raffle is up and running we could take this up so we can sell tickets. Lily has suggested that perhaps we could put an opt in or opt out option when fees are being paid to purchase a raffle ticket in preparation for later in the year.

**5.2 Fit and proper person declaration for new members**

-New board members have signed these to be returned to Paul Brown

**5.3 Uniform update**

-Winter skirts have been ordered, we need a reminder on the newsletter that vests and polar fleeces are no longer a part of the uniform and can no longer be worn, the school jackets replace this. A reminder will also be put on about navy socks and black shoes. There is one family using navy shorts, they were involved in selecting the style but they feel the shorts are an issue as the size up needed for one of their children means the legs are too wide. The board has decided that these shorts will not be changed, Jane has already got an order of these to have in stock at the school coming. If the legs are an issue they can be sewn into a slimmer fit. The option is the girls wear either new shorts that have been ordered in or the new dress.

-Navy winter pants need to be ordered

**5.4 Catholic Education week dinner**

-This is taking place on 24th May for all of the SACs from the HCSN network to come together for a dinner. St Colman's is hosting it this year so will have to book a pub and organise a guest speaker. Board members are asked to think about options for this, Georgia Wareham was suggested by Tim at the end of last year.

**6.0 <u>Questions and Matters Arising</u>**

-These are no questions or matters arising at this point.

**Next Meeting:** Thursday 12th May, 7:00pm
**Meeting closed:** 9:00pm

**Next Meeting:**
Week 1: Wednesday 27th April, HCSN 5.30pm
Week 3 Thursday 12th May
Week 5: Tuesday 24 May: HCSN Combined Board Dinner during Catholic Education week @ St Colman's

- Speaker - The board needs to think about options for this

Week 7: Thursday 9th June **(TBC)**