PRESENT: Sharon Mitchell, Brett Whittle, Kathryn Brown, Deanna Brown, Kelly Packham, Tara Hollier, Di Walker- Minutes

APOLOGIES: Tania Cook

Welcome to Acting Principal Mrs Sharon Mitchell.

MINUTES OF THE PREVIOUS MEETING ACCEPTED AS READ:

Moved Kelly Packham and seconded by Brett Whittle

BUSINESS ARISING FROM MINUTES:

- Shade sail quote very expensive. Kelly Packham suggested we follow up SunSmart funding if it’s available?
- Letter of Thanks to be sent to Troy Johnson for constructing a cover for our sandpit.
- Brett Whittle is in negotiations with Activity Playgrounds re: Flying Fox
- Rug has been purchased to cover wear & tear in Junior School Classroom. Need to follow up on a larger carpet square for project space area.

MAIL AS TABLED:

INCOMING:

- Sale Gallery “What’s on” Term 2
- Shire Letter re: Prom View Lodge rezoning
- Student Attitude to School Surveys - (Students in Grade 5/6 completed this survey earlier this week)

OUTGOING:

- Letter of support Toora Pool
- Student file transfers – various schools
- Student placement forms to Grade 6 parents for Year 7 2015
- Bendigo Bank – Toora PS letter seeking funding support
- ESSO Barry Beach Marine Terminal – Toora PS letter seeking funding support

PRINCIPAL’S REPORT:

I would like to thank the families, staff and students of Toora Primary School for their warm welcome as I begin my time here filling in for Barb while she is on leave for term 2. I have enjoyed the opportunities I have had over the past few weeks in being able to take the individual classes and get to know the students here. The Toora community has a wonderful school facility and the staff here are dedicated to improving the learning opportunities for all students. Particular thanks to Di for her patience as I find my way around the office.

It is only week 3 of term 2 but already a busy one:

- Grade 6 Transition day to South Gippsland Secondary
- Winter Sports for 5/6
- Football clinic with Hawthorn Football Club for 3/4
- Attitudes to School Survey grades 5 &6
• GRIP Leadership Conference for Grade 6 leaders

Next week is National Volunteer Week. So many things in our school could not happen without the support of our parents and members of our community. To recognise the important contribution that volunteers make to our school, we will be hosting an afternoon tea on Wednesday 14th May at 3pm. Invitations are being issued to our community volunteers as well as a general invitation in this week’s newsletter.

**Teaching & Learning**

Rotations began with great enthusiasm this term. Ms Chalmers is running Drama classes, Mr Whittle Music and Mrs Wogan-Browne, P.E. Each Wednesday morning the three classes rotate. The students are enjoying themselves as much as the teachers. This is great example of our teachers taking a whole school approach to teaching and learning at our school.

A whole school focus this term is on “Organisation”, one of the four keys of our “You Can Do It” program. This is an important skill for students to develop as they move through our school as is certainly becomes and important one as they move on to secondary school and beyond.

Brett Whittle and Sara Janssen completed a two day conference as part of our commitment to the Kids Matter initiative. We look forward to implementing the strategies they are working on with the goal being improving the outcomes for all our students with a focus on their wellbeing.

All staff are becoming more acquainted with GenEd, our reporting program. I am working on my own understanding following a great informative session with Wendie Walker this past Tuesday. Regular updates on student progress and achievement are posted with the understanding that families can log on to keep up to date. Progression points for students will be added at the end of the semester and available for Parents prior to Parent/Teacher Conferences.

Next week is NAPLAN. Our grade 3 and 5 children will be doing the very best they can over the three days of testing. NAPLAN is by far from being the be all and end all in terms of telling us where your child is at as a learner. For example, your child could perform very well in NAPLAN in terms of their knowledge, but still be not proficient in being an independent learner, taking risks and showing resourcefulness and resilience. The other issue with NAPLAN is that, by necessity of the number of children sitting it, it is a multiple choice test. This is the least accurate testing method and as a result almost one third of children will do better or worse on the day than they were capable of. So- in a few months from now, when parents receive their NAPLAN data, we will advise parents to talk to their child’s teacher about their accuracy. We all wish them the very best of luck-particularly our grade 3 children, who will never have sat such a formal test before.

**Staffing & Enrolments**

Staffing and enrolments remain stable. We are fortunate here to have the ability for myself and Sara to step in for teaching staff as much as possible. This helps keep continuity for all our students. We are also fortunate to have access to some great CRT’s that love coming to our school.

We have had one enquiry for an enrolment for this term. We will see if this eventuates.

_{Moved Sharon Mitchell and seconded by Kelly Packham}_

**FINANCIAL REPORT AS TABLED**

- Finance Committee meeting was held Tuesday 6th at 8:30am.
- Tania Fowler-Cook approved the April finance reports and accounts for payment.
- Camp 2014 approved by Finance Committee at $180 per students. Expression of Interest form going home to all students early next week.
- Quotes for Canteen freezer received. Tania has kindly offered a one year old chest freezer that she no long has a use for. Thank you letter to be sent to Tania Fowler-Cook.

*Moved Sharon Mitchell and seconded by Brett Whittle*

**BUILDINGS AND GROUNDS REPORT**

- School Chooks will be brought back to school on Tuesday next week. Housed at Di Walkers home over the holidays.
- Letter of Thanks to be written to Mr Phil Need for the donation of mulch in the car park.
- Working Bee to be organised to paint the playground equipment. Hopefully sourcing paint from Bunning s Wonthaggi – Brett Whittle following this up.

*Moved Brett Whittle and seconded by Kathryn Brown*

**CURRICULUM REPORT:**

- Winter Sport - This runs on a Friday afternoon for the next 5 weeks
- Year 6 Transition day – 7th May at SGSC - went well
- 3-6 Camp 2014 10th – 12th November. Frist night at Sovereign Hill, second night Melbourne Discovery Camp.
- 3/4 AFL Footy Clinic - Hawthorn Football club in Leongatha. Ali Wogan-Browne taking Grade 3/4’s
- Wendie Walker visit 6th May for GenED PD - two parents took the opportunity to come in and go through GenED with Wendie Walker.
- You Be The Coach - SGSC Year 9 students coming across to run 12:00-1:00pm session for the next 5 weeks. Grades 2/3/4 will be involved.
- Kids Matter Conference 5th & 6th May - Sara Janssen and Brett Whittle attended. Brett gave a brief overview of the conference; Student wellbeing/engagement; integrating this into the school community; kids don’t learn unless they feel safe; How can we improve what we do?; Kindness, Empathy, being nice to each other…etc

**PFA REPORT:**

- Mother’s Day Stall - 9th May. PFA have purchased some mugs and photo frames $103.01. Sharon Jones, Sam Dale and Kathryn Brown will run the stall on Friday.
- School Lunches – Lunch orders 14th May Hot Dogs, Fruit Sticks and flavoured milk. Need to try and purchase as much produce as we can from our local Toora Supermarket.
- Canteen Update: Kelly Packham has completed the Canteen Supervisors course. School paid for the course at $210.00. Looking at installing paper towel dispenser, soap dispenser and general fitting out of kitchen, planning menus etc. Kelly is currently drawing up plan of canteen for the South Gippsland Shire for Canteen application.

**GENERAL BUSINESS:**

- School Council has approved the Annual Implementation Plan2013-2016 – Staff Accountability to Learning. *Moved by School Council President Kelly Packham and seconded by Kathryn Brown*
- SunSmart Policy due for renewal. SunSmart are suggesting now that: All students and staff have some UV exposure for vitamin D and; all students and staff should be protected from too much UV exposure by using a combination of sun protection measures whenever UV levels reach 3 and above. Updated policy was tabled by Sharon Mitchell. 
  School Council approved the updated policy moved by Tara Hollier and seconded by Kathryn Brown.

- Grade 3-6 camp 10th-12th November approved by School Council. PFA would be happy to help raise some funds if we exhaust other avenues for funding. Toora Football Club via Tara Hollier may have a bus that community groups could access – so this may be an option for Toora Primary School. Tara to look into and bring back further information next meeting.

- Discussion regarding the cost of the class set of sports jackets. School council decided that they be available to students to purchase as a uniform item at a cost of $35 each. School Council President Kelly Packham moved “that the new Sports Jacket be made available for purchase as a school uniform item” seconded DeeAnne Brown, unanimously carried.

- Tara Hollier tabled a letter from the Toora Football & Netball Club inviting community groups to the Football at Toora on Saturday 17th May. Encouraging all local groups of Toora to come along and enjoy the football/netball.

**STUDENT WELFARE REPORT – By Sara Janssen:**

We follow the You Can Do It! Program here at Toora Primary School in all classrooms and across the school, even our Student of the Week awards links in. The YCDI! Program focuses on emotional well-being, success in school, positive relationships and social responsibility. It gives us a common vocabulary (words and ideas) that we can use when we talk about topics like getting along, organisation, persistence and resilience. It allows us tell to students exactly what we need them to do – such as “listening and not interrupting when someone else is speaking” rather than just “being good”. These foundations have been shown to improve student attitude, happiness, relationships and academic achievement.

In preparation for Term 2, students in the middle and senior grades have been looking at behaviour goals from the You Can Do It! program. Each student will chose three or four goals that they will work on at school, for example, they may have decided that they need to:

- Work tough – continuing to work even when schoolwork is hard
- Accept myself when I make a mistake
- Talk problems through rather than getting angry or sad
- Challenge myself to achieve the best that I can

Continuing into Term 2, students will aim to improve their behaviour related to their personal goals. Each week, students will be given time to stop and think about how they are going with regards to each goal. Students and teachers will discuss this progress, deciding when students have achieved their goals and where to go from there.

As we work on this process, I have been impressed with the way that students have been honest and reflective, as they decide on which areas they need to improve. Students are taking responsibility for their own actions, rather than blaming other students for what goes in the classroom, and are seeing that when they make good choices they are in control of their behaviour and their learning.

**Next Meeting:** Thursday 12th June 2014 at 2:00pm in the school staffroom
Meeting Closed: 3:17pm