



East Bentleigh  
Primary School

# SCHOOL COUNCIL NEWS

## Welcome to our very first School Council Newsletter!

This newsletter will be written by parents, to the parents, to create an open line of communication with the School Council and the important work it does.

The School Council is comprised of a mix of members from the Department of Education (ie school staff) and parents. In essence, the role of school council is one of setting the long-term future for the school and maintaining oversight (not management) of the school's operation. It meets about 8 times per year. Included in the responsibilities of the council are; raising money for things that the school needs, making sure the school's grounds and buildings are maintained and creating interest in the school within the community. These and other responsibilities are worked on through subcommittees.

## Who are the current council members?

**Staff** – Maria Shearn, Susan Jackson, Aaron Jones, Michelle Mather,

**Parents** – Rachel Jeffreys, Helen Woodruff (President), Julia Kahan, Leah Moore, Scott Maunders, Emily Jones, Lisa Vance

## This newsletter will



Provide updates about School Council decisions



Provide news on the work of Subcommittees



Provide a section dedicated to questions & concerns raised by parents

## Do you have questions or concerns about general school matters?

We would like to invite parents to send us (the council members) any questions or concerns you have. We will raise any relevant concerns with management and/or at council, and provide responses in the following newsletter!

*Please note – your privacy will be respected, and questions/concerns brought up anonymously unless you request otherwise. These questions should be relevant to general school matters, any personal concerns should be raised with your teacher or the school management.*

You can email Julia, convener of the Communications committee at [julia.kahan@gmail.com](mailto:julia.kahan@gmail.com) or any other members on the emails below.





## Council Decisions and Updates

Council Meeting 8<sup>th</sup> May 2023

1. Enrolment - Based on the confirmed census number at the end of February our student enrolment is of 345.6 students.
2. Decision to run the Mother's Day Stall with Leah Moore volunteering to run it
3. Open Day and Prep Information Night coming up (Open Day 27<sup>th</sup> May, Prep Information night 24<sup>th</sup> May)
4. Two Policies which have been updated by the Department of Education were ratified, being:
  - Cash Handling Policy
  - Electronic Funds and Management Policy



## Subcommittee Updates

### We need YOU!

*Did you know you can be a part of the important work of the School Council?!*

The School Council has several sub committees that welcome any parents or community members. These subcommittees have the potential to make a significant impact on the quality of your child's school experience. It is really up to us – there is so much we can achieve for our school and children through this work.

### Fundraising and Initiatives Committee

Committee Convener: Rachel Jeffreys - [rachel@heypup.com](mailto:rachel@heypup.com)

The Fundraising and Initiatives Committee has **three main areas**:

1. It is responsible for school fundraising and events – including the popular Farmers Market and Thursday Markets. It will also seek to raise funds through other avenues and such as applying for grants and other fundraising activities. The committee will also propose potential uses of the funding raised.
2. Organise school community events to provide opportunities for the school and community to engage with each other, building a positive, enjoyable and inclusive culture, as well as support the class reps in engaging with the parents to participate in school life.



3. Oversee the O.S.H.C program (out of school hours care) and provide recommendations for changes and improvements as required.

### **Committee Updates**

The Farmers' Market raised over \$26,000 in 2022! As our major fundraising event, it's vital that this continues to be supported by the school community so we can grow it to be even bigger and better in the future.

The Fundraising and Initiatives Committee needs more members! This committee meets 6-8 times per year and at times by agreement with the committee. There is lots of exciting work to be done in this committee. Rachel and the team have been working on and looking into how to make the Farmers market more successful – a vital program for our school as the major fundraiser. There are also plans to organise school events such as a Winter Solstice and many more school community activities!

Please contact Rachel on the email above if you would like to join the committee or would like to ask more questions about joining.

### **Communication and Engagement Committee**

Committee Convener: Julia Kahan [julia.kahan@gmail.com](mailto:julia.kahan@gmail.com)

The Communications and Engagement Committee is responsible for communications in two areas:

1. Internal communications with school community – providing a Two-way engagement with the school community on issues resolution and ideas generation, messages from school committee; class reps and canvassing of volunteers and support for funding raising and initiatives
2. External communications with school and wider local community to raise awareness in the community about what our school offers and increase interest in the school and the school activities such as fundraisers through promotions at community events, through social media and more, meeting with local government representatives, engaging with local kinders and other organisations. This is key to keep our school thriving!

### **Committee Updates**

The Communications and Engagement Committee is now forming! This committee meets 6-8 times per year and at times by agreement with the committee.

We are starting this newsletter to create more awareness of what the School Council and its sub committees do and keep building on the two-way engagement between the school and the parents. We are keen to also start on projects to promote the school in the community. For anyone who has skills and/or interests in marketing and communications, this is a great way to play a role in the success of our school community.

Please contact Julia on the email above if you would like to join the committee or would like to ask more questions about joining.



## Infrastructure Committee

Committee Convener: Scott Maunders - [scottmaunders@hotmail.com](mailto:scottmaunders@hotmail.com)

The Infrastructure committee is responsible for making sure the school's grounds and buildings are well maintained. This includes organising working bees, planning and implementing improvements to school grounds, reviewing quotes for works to the grounds and generating new ideas for the improvements of the school grounds.

### Committee Updates

The Infrastructure committee is being formed and looking for members! This committee meets 6-8 times per year and at times by agreement with the committee. Scott has begun work investigating new projects such as creating a new school sign, new school equipment, organising working bees and has already arranged to fix the Gaga Ball pit which had been damaged. There is lots of work to do in this area and so this is a fantastic opportunity for anyone who has ideas or skills in this area to make a really wonderful impact on the physical space the children use everyday.

Please contact Scott on the email above if you would like to join the committee or would like to ask more questions about joining.

## Education Committee

Committee Convener: Sue Jackson – [susan.jackson@education.vic.gov.au](mailto:susan.jackson@education.vic.gov.au)

The Education committee is responsible for settling and reviewing policies (guiding principles designed to influence decisions, actions, that the school makes) and developing, reviewing and monitoring both the Student Code of Conduct (how the schools expect students to behave, how bullying will be managed and the school's approach to managing student behaviour) and the School Dress Code.

### Committee Updates

The Education committee meets 6-8 times per year, and is also looking for new members. This Committee meets during school hours.

Please contact Sue on the email above if you would like to join the committee or would like to ask more questions about joining.

## Finance Committee

Committee Convener: Sue Jackson – [susan.jackson@education.vic.gov.au](mailto:susan.jackson@education.vic.gov.au)

The Finance committee contributes to the development of the strategic plan and to the financial planning and annual budgeting.

### Committee Updates

The Finance committee meetings monthly and would love some new members. This Committee meets during school hours. If you have knowledge/experience in Finance, this could be a great way to contribute your skills to our school! Please contact Sue on the email above if you would like to join the committee or would like to ask more questions about joining





## Your Questions Answered

### Camp Changes

Some parents were wondering why there have been changes to School camps this year (less days and mixed grades). Last year, significant changes were made to the Teachers Workplace Agreements which meant that teachers are required to be given Time in Lieu for the overtime hours when on camps and activities. We have limited funding to cover the Time in Lieu – though not enough. All schools have had to face this challenge and find ways to adapt. Another issue has been meeting minimum numbers required by the campsites. This has led to needing to combine two-year levels.

