



Loxton Lutheran School Inc.

6 Luther Road, Loxton SA 5333

Ph: 8584 7496 Fax: 8584 5478

Email: admin@loxton-lutheran.sa.edu.au

Web Site: www.loxton-lutheran.sa.edu.au

ABN: 74 761 361 828

**Loxton Lutheran School Council
Minutes
Tuesday 30th October 2018
Staff Room 7.30pm**

- 1. Welcome:** Meeting opened at 19:33 – Meeting was chaired by Robin Schaefer
- 2. Attendance:** Melissa Pascoe, Tricia Wright, Brad Williams, Mark Pumpa, Catarina Santini, Robin Schaefer, Karen Scholz, Jenni Hampel, Ruth Hall, Paula Nitschke, Sarah Kruschel (20:02)
- 3. Apologies:** Rebecca Arnold
- 4. Devotion:** Robin Schaefer - Jesus Calling: I Am With You.
- 5. Confirmation of Minutes:** 25th October 2018
 - i. Moved By: Mark Pumpa, Seconded by: Jenni Hampel - Carried
- 6. Business Arising from minutes:**
 - i. Terms of Reference for Sub Committees
 - i. Ministry and Care
 1. Held over to next meeting – ToR was presented to council
 - ii. ELC
 1. Held over to next meeting – ToR to be presented to council prior to our next meeting
 - iii. Continental
 1. Held over to next meeting – ToR to be presented to council prior to our next meeting
 - ii. Terminology of Role Discussed at last meeting
 - i. Brad is considering options and waiting for some feedback from other schools
 - ii. Conversation was held around what is strategic vs operational.
 - iii. Strategic Plan
 - i. Key statements were handed out by Brad to councillors, after meeting with Neville Grieger which included the feedback from key stakeholders
 - ii. Brad requested feedback on the document from the councillors (parents and staff will also be asked for feedback) with the specific questions: Is it accurate? and Is anything missing?
 - iii. Timeline moving forward
 1. Feedback to Brad by Wednesday 7th November (please cc all council members in your feedback)
 2. Council to endorse Key Statements to Brad by Thursday 8th November via email
 3. Brad to get feedback back to Neville Grieger by the 9th November
 4. Next meeting with Neville Grieger to be on 13th November
 5. Action statement will come from this meeting

6. Present Action Statement at the next school council meeting (27th November)

- iv. Capital Expenditure in finance report being incorrect
i. All corrected

7. Correspondence:

- i. None

8. Management Reports:

1. Principal: Emailed

- a. Tricia Wright was successful in the Instructional Leader position - congratulations

2. Finance: Emailed

- a. Finance committee has recommended to school council that the school canteen remain open for two (2) days per week in 2019 – Moved By: Mark Pampa, seconded by Ruth Hall - Carried

3. WHS: as part of Principal's Report

4. Staff: Emailed

9. Sub Committee Reports

1. **Maintenance:** No meeting
2. **Fundraising/Continental:** Emailed
3. **Ministry & Care:** Emailed
4. **ELC:** No minutes received from the last meeting
5. **Constitution:** No meeting

10. New Business

- i. ELC policies to be ratified (This was discussed first after the devotion to allow Melissa to be a part of the discussion before leaving the meeting early)

1. Acceptance and Refusal of Authorisations Policy
2. Additional Needs Policy
3. Animal and Pet Policy
 - a. Specify in section about flea powder application, to include the words 'if required'
 - b. Include a statement about checking for any children having allergies to pets/animals
4. Bike and Scooter Safety Policy
5. Chemical Spills Policy
 - a. Change MSDS (Material Safety Data Sheet) to SDS (Safety Data Sheet)
 - b. Move the section on checking the SDS up in the policy to dot point 2 before containing the spill.
6. Continuity of Education and Care Policy
7. Education Curriculum and Learning Policy
8. Environmental Sustainability Policy
9. Head Lice Policy
10. Catarina Santini moved that the above ELC policies be accepted ratified with changes listed, to be sighted by Chairperson or Principal **before**

next school council meeting (27th November 2018), Seconded by Mark Pumpa - Carried

11. 3 policies from last meeting review – Melissa

a. Melissa Pascoe spoke to the 3 policies (Educator and Management Policy, Grievance Policy and Relationships with Children Policy) and the changes that she has made. It was agreed that Mellissa with send through these amended policies for ratification at the next school council meeting.

ii. School Policies to be ratified

1. None at this stage

iii. ELC Operation

1. Brad spoke about the results of the ELC parents survey which was sent out prior to the last holidays (Term 3).

2. He received surveys back from 15 families. At present, a number of families have not returned surveys, despite repeated requests. He is hoping for some more in the coming days, which will further inform decisions regarding the ELC.

3. See attached results summary

Year	Children at ELC based on surveys	How many days would you like the ELC to be open?	How many days are you planning to send your child to the ELC in 2019?	What time would you like to see the centre open	What time would you like to see the centre close?	How many weeks would you like the centre to be open (just school term or 48 weeks)	Would you send your child to the ELC in holiday time if open?	Would you be interested in accessing the Universal Access Program for your child in 2019?
2019	10	Full time = 2	5 (if available) = 1	Current time = 12	Current time = 8	School Term = 9	Yes = 7	Yes = 2
2020	6	4-5 days = 2	4 (if available) = 0	Earlier = 3	Earlier = 1	48 Weeks = 6	No = 8	No = 11
2021	3	Same as now = 11 *Some families indicated that they did not have a preference in response to this question and have been included in the 'Same as now' section	3 = 0 2 = 4 1 = 6 0 = 4	*Early times nominated were 7:45 or 7:30	Later = 6 *Of those that wanted a later time, most indicated that 5:00pm was the preferred time for closing	*Those that want the centre open 48 weeks cited work as a factor.	*Of those that responded 'Yes', some indicated that they would but not as often, some responded 'possibly' and some responded 'only if they were required to pay'.	Possibly = 2 *Those that cited 'No' cited cost and curriculum as the two factors that would deter them from UAP. *Those that cited 'Possibly' want some more information or are considering for 2020

11. Meeting Closed: 21:02

12. Closing Prayer: Tricia Wright

13. Next Meeting: 27th November 2018 – 7:30pm

Devotion: Chris Fulham

Supper: Chris Fulham