



**Macgregor State School**  
To the stars

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council:

# Meeting Minutes

## MacGregor State School Council

<b>Date / Time</b>	Tuesday, Nov 14, 2023 6:00pm – 7:00pm		
<b>Location</b>	Held via Video Conference (MS Teams)		
<b>Attendees</b>	Lee Gerchow, Happy Rahman, Andrew Cho, Jishu Das Gupta, Sandi Keating, Camilla McCloud, Simon Yeh, Odette Wiggins, Julie-Anne Bransdon		
<b>Apologies</b>	Julia Bailey, Janice Chen		
<b>School Council Secretary</b>	Happy Rahman		
<b>Guest</b>	Alison Hirini		
<b>Chair</b>	Happy Rahman		
<b>Agenda Item</b>	<b>Discussion/Outcomes</b>	<b>Action</b>	<b>Due Date</b>
<b>1. Official welcome to incoming members and acknowledgment of outgoing members</b>	Happy opened the meeting thanking everyone's attendance and with the acknowledgement statement to the traditional owners of the land that we meet today and pay respect to their past, present, and emerging.	Nil	
<b>2. Quorum affirmation</b>	The quorum didn't meet the necessary 2/3-member presence to pursue the meeting at the start. Happy opened vote either to cancel or perceive the meeting. Majority perceived to carry on with the meeting.	Nil	

Agenda Item	Discussion/Outcomes	Action	Due Date
<p><b>3. Agenda items discussed</b></p>	<p>The meeting agenda was included, but not limited to get further updates on the MSS’s ongoing activities and further engagement requirements from the School Council Members:</p> <ul style="list-style-type: none"> <li>• Wellbeing Culture and Inclusion Agenda <ul style="list-style-type: none"> <li>• Julia B was an apology; however, Lee G provided an update - that the ELT met in the week of 06/11 and reviewed the current action plan. The ELT is quite satisfied with most of the targets and the timeline that has been scheduled at the beginning of YR2023. The ELT will further meet in the week of 20/11 and Lee G will be providing updates to the council meeting in the new year.</li> </ul> </li> <li>• Education Excellence Priority <ul style="list-style-type: none"> <li>• Alison H was an apology; however, the similar updates from Wellbeing Culture and Inclusion Agenda followed accordingly. Further updates will be provided in the first school council meeting scheduled in early YR2024.</li> </ul> </li> <li>• Student Behaviour Working Party <ul style="list-style-type: none"> <li>• Sandy K met with the Behaviour Working Party in the week of 06/11 to recap the agenda item for the next year (2024) and the team agreed to move away from the Peace Codes in the next year and commence the Second Steps as outlined in the plan. There was also a conversation on the overview of the student values, and it was pretty evident that further inputs are required to educate on the “Values”.</li> <li>• Sandy K will be visiting the Sunnybank Hills to find some signage for MSS next year.</li> </ul> </li> </ul>	<p><b>Happy (15/11):</b> It has been brought to my attention that the council members would like to attain more involvements into school development programs to contribute any improvements alongside of the ELT.</p> <p><b>Action:</b> It is requested that the council members reach out to the program leads and propose their interest to acquire further engagements to these initiatives.</p> <p><b>ALL: Council Members, please let me know if you have an area of interest to participate and assist the program leads.</b></p>	<p>31/01/2024</p>

#### 4. P&C Update

JD provided the following P&C updates.

##### FUNDRAISING ACTIVITIES:

- March 23 - MacGregorthon
- May 23 - Mother's Day Stall
- June 23 - Sports Carnival Hot Chip Canteen
- July 23 - KISS FM Breakfast BBQ
- Aug 23 - Father's Day & Fun Run
- Sept 23 - Disco
- Nov 23 - Movie Night (**this has been delayed to 2024**)
- Dec - Hot Chip Canteens

##### COMMUNITY EVENTS:

- Jan 23 - Tea & Tissues
- Feb 23 - Free Sausage Sizzle for the MSS Families (Parent/Teacher Night)

##### TEACHER SUPPORT:

- Aug 23 - \$1500 for the World Teacher Day Lunch on PFD
- Dec 23 - Teacher Breakfast - Last day of School

##### CONTRIBUTIONS:

- 11.07.23 - \$30,000 - For ICT equipment and outdoor learning spaces upgrades
- 19.10.23 - \$1750 - For Senior Grad party
- 19.10.23 - \$76,935 - For the final instalment of fundraising and Business contributions for 2023 towards upgraded outdoor learning
- ICT spaces

##### STUDENT SUPPORT:

- Aug & Oct 2023 - \$932.50 - Sports sponsorship 3 students
- Oct 23 - \$400 - Bursary MSHS - 2 students

##### COMMITMENTS:

- \$80,000 towards an upgrade to outdoor learning space to be completed by Easter 2024

##### ACHIEVEMENTS:

- MOSHC - Exceeding ECEC review + P&C Qld OSHC of the Year award + ECEC
- Coolamon Award for Excellence in embedding Indigenous perspectives
- GRANT: \$4k from Club Southside + \$4400 from the Lord Mayor to hold Movie Night + \$5685 from Peter Russo for new Dishwasher in Tuckshop

<p><b>5. Principal's Report</b></p>	<p>Alee provided the following updates from the Principal's Report</p> <ul style="list-style-type: none"> <li>• ELT met and reviewed the plans and agenda for ongoing MSS programs.</li> <li>• There have been some changes in the departmental priorities which will be captured and presented to the council in the new year.</li> <li>• School Opinion Survey – feedback has been reviewed and will continue to offer regular opportunities to the staffs that provided the feedback. It's great to see that the morale has been improved significantly. The community feedback has been gratified as well.</li> <li>• Explicit improvement agenda artefacts have been progressing well and further reinforcement will be required in 2024. A mandatory school review will be conducted in Term 2 2024 (approx..) and the parents from the community, school council, and P&amp;C will be engaged for their valuable inputs.</li> <li>• Sandy Keating has been made permanent (congratulations Sandy!). The school is fortunate to have such skilled teachers and leaders and Lee G acknowledges their contribution towards the school.</li> </ul> <p><b>Q/A</b> – Verbal comments from the community members were directed to the MSS council chair: why the MSS school ranking has gone down in recent years? Unfortunately, there are no further evidence provided to backup such comment.</p> <p>Lee responded that the school ranking is no longer comparable with the previous dataset. The NAPLAN test structure and framing has changed from the old methodology and the previous years data is no longer comparable (from 2022). Lee has reviewed the data and satisfied with the MSS progression and can confirm that MSS is ranking in very high across the neighbouring schools and within the state.</p> <p><b>Q/A</b> – the school survey report indicated that only 27% parents have participated in the 2023 school survey. The question was asked to what can we do to improve community participation. Lee G</p>	<p><b>Lee G:</b> to provide a briefing on the NAPLAN achievement. Lee G has assured the council that MSS is continuing to be strong and exceeding the NAPLAN statistics within the like for like school comparison.</p> <p><b>Lee G:</b> to find out if the Survey Questionnaires can be translated to multiple language (hard copy and electronically).</p>	<p>31/1/2024</p>
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	<p>confirmed that numerous comms has been sent out to the community for their kind engagements; however, despite of many emails and newsletters, the participation has been quite low. Even the staff's participation is marked at 60%. The school will continue to promote this agenda and Lee G requested if the school council members and P&amp;C can assist reaching out the broader community for their active involvements.</p> <p>Camila M asked whether the survey questioners can be translated to multiple languages (Bengali, Cantonese etc.)</p>																																																										
<b>6. IPS update</b>	IPS update on council's existence – Lee G confirmed that the IPS has funded the MSS council to remain active to monitor the innovative and improvement agenda. This will be on a watchlist for FY2024.	Nil																																																									
<b>7. MSS Council website</b>	The MSS council website has been updated with member's briefings. The documentations will require further updates. The request is to all members are to provide feedback to promote the school council to the broader community.	<b>ALL:</b> please review and let me know if further updates are required. <a href="http://School Council (eg.edu.au)"><u>School Council (eg.edu.au)</u></a>																																																									
<b>8. Updated members</b>	<p>Following is the updated members list:</p> <table border="1"> <thead> <tr> <th>Staffs</th> <th>Joined</th> <th>Expire</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Julie Bransdon</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Julia Bailey</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Sandi Keating</td> <td>Term 3 2021</td> <td>Expired</td> <td>Vacant</td> </tr> <tr> <td>Odette Wiggins</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Camilla McCloud</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Rachelle Wheeler</td> <td></td> <td></td> <td>Vacant</td> </tr> <tr> <th>Parents</th> <th>Joined</th> <th>Expire</th> <th></th> </tr> <tr> <td>Happy Rahman</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Janice Chen</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Yujin Seo</td> <td>Term 3 2021</td> <td>Term 3 2023</td> <td>Vacant</td> </tr> <tr> <td>Andrew Cho</td> <td>Term 3 2021</td> <td>Term 3 2023</td> <td>Vacant</td> </tr> <tr> <td>Simon Yeh</td> <td>Term 3 2022</td> <td>Term 3 2024</td> <td>Active</td> </tr> <tr> <td>Gokul Bharambe</td> <td></td> <td>Expired</td> <td>Vacant</td> </tr> </tbody> </table>	Staffs	Joined	Expire	Status	Julie Bransdon	Term 3 2022	Term 3 2024	Active	Julia Bailey	Term 3 2022	Term 3 2024	Active	Sandi Keating	Term 3 2021	Expired	Vacant	Odette Wiggins	Term 3 2022	Term 3 2024	Active	Camilla McCloud	Term 3 2022	Term 3 2024	Active	Rachelle Wheeler			Vacant	Parents	Joined	Expire		Happy Rahman	Term 3 2022	Term 3 2024	Active	Janice Chen	Term 3 2022	Term 3 2024	Active	Yujin Seo	Term 3 2021	Term 3 2023	Vacant	Andrew Cho	Term 3 2021	Term 3 2023	Vacant	Simon Yeh	Term 3 2022	Term 3 2024	Active	Gokul Bharambe		Expired	Vacant	<b>ALL:</b> please review the membership validity and update Happy accordingly.	15/01/2024
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<p><b>9. Visit to other school council</b></p>	<p>Happy requested Lee G to liaise with the other school council chairs to attend in their session and monitor how they operate to understand a bit more on their council achievements and failures to gather more information.</p> <p>Lee G has communicated to Sunnybank Hills State School and will confirm a possible date that we (Lee G and Happy) can attend.</p> <p>Happy consulted MacGregor State High to receive a formal invite.</p>	<p><b>Happy, Lee G:</b> discussions in progress.</p>	
<p><b>10. Method of future council meetings</b></p>	<p>Happy asked a question to all members the best way forward for MSS council meetings, Online Video Conference or In-Person.</p> <p>Lee G proposed, we can meet In Person for the first session and proceed to Online Video conference thereafter. This is to review the MSS improvement agenda to begin with.</p>	<p><b>ALL:</b> any thoughts? Happy is quite okay with this approach.</p>	
<p><b>11. MSS council election</b></p>	<p>Given that with the members expiry, there will be few vacancies in the MSS council. Lee G proposed that MSS will have two upcoming Parent's session planned in Term 1 2024. It will be a good opportunity to promote the MSS Council to the community and invite them to join the council through election formally.</p>	<p><b>Lee G:</b> Please keep Happy undated with the proposed Parent's session scheduled.</p>	<p>31/01/2024</p>
<p><b>12. MSS council promotional presentation</b></p>	<p>Happy has prepared a generic presentation to show what MSS Council has to offer to get more involved in school council.</p> <p>The ask is for all members to review and provide feedback.</p> <p>This will assist the future community members to know about the MSS council and promote for their involvements.</p>	<p><b>ALL:</b> Please review the presentation attached and provide feedback to Happy</p>	<p>31/01/2024</p>
<p><b>13. Upcoming MSS council meeting dates</b></p>	<p>The following MSS council meeting dates have been proposed. Please review and let me know if we can lock these dates.</p> <ul style="list-style-type: none"> <li>• First Meeting: Wednesday, 21 February 2024 06:00pm</li> <li>• Second Meeting: Wednesday, 15 May 2024 06:00pm</li> <li>• Third Meeting: Wednesday, 7 August 2024 06:00pm</li> <li>• Fourth Meeting: Wednesday, 30 October 2024 06:00pm</li> </ul>	<p><b>ALL:</b> Please review the proposed dates and let me know if we can proceed to them.</p>	<p>31/01/2024</p>

<b>14. Q &amp; A</b>	Interactive conversations held while we went through the agenda items.	Nil	
<b>15. Review actions to be taken</b>	Updates on the next meeting agenda has been opened to all. Please send your topics to be discussed.	<b>ALL:</b> Please send any topics that you would like to discuss in the next meeting.	31/01/2024
<b>16. Wrap up and close</b>	Meeting concluded with a warm regard to all members for your unconditional involvements to our MSS family. <b>Wishing you all a wonderful Christmas and a Happy New Year!</b>	Nil	