



# Agenda

# School Advisory Council

**Date:** Tuesday 30th April 2024 **Time:** 7.00 - 8.15pm max

**Location:** Sacred Heart Staffroom

**Chair:** Hamish

**Secretary:** Erin

**Present:** Hamish, Fr Binh, Kaylene, Erin, Zoe, Kathy, Aaron, Andrea

**Apologies:** Marlene



Agenda Item	Person Responsible
1. Welcome, Opening Prayer, Acknowledgement of Country & Declarations of Interest Special welcome to new members to the SAC	Chair, Kaylene & Fr Binh
2. Apologies	Chair
3. Guest Speaker (if presenting) Topic:	
4. Confirmation of Minutes of Previous Meeting (Note amendments and chair to sign)	Chair
5. Matters Arising from the Minutes (Minor matters only)	Chair
6. Correspondence	Secretary
7. Reports <ul style="list-style-type: none"> <li>❖ Principal's Report</li> <li>❖ Parish Report</li> <li>❖ Teaching and Learning Report</li> </ul>	Kaylene Fr Binh Andrea

<p>8. General Business (Agenda items only)</p> <p>Items from previous meeting:</p> <ul style="list-style-type: none"> <li>❖ <b>SAC Welcome Pack Documentation</b> <ul style="list-style-type: none"> <li>- Child Safety Code of Conduct forms handed out. Members to sign and return to Erin - Do we have all?</li> <li>- Zoe needs to sign</li> <li>- Fit &amp; Proper Person declaration to be signed and witnessed- Zoe to sign</li> </ul> </li> <li>● <b>Family Engagement</b> <ul style="list-style-type: none"> <li>- Bunnings BBQ - Andrea to provide a brief report/summary Use of funds raised, suggestions?</li> </ul> </li> <li>❖ <b>Directions &amp; Focus for School Advisory Council 2024</b> <ul style="list-style-type: none"> <li>- <u>Parent Representatives</u> Where are we at? Information has been in the last two newsletters. What will their role/purpose be?</li> <li>- <u>Fundraising Arm</u> Ideas as to what to fundraise for?? Who?</li> <li>- <u>Question prompts</u> What are our hopes, dreams &amp; aspirations for Sacred Heart, our school community and parish? What role can the SAC play in making these a reality?</li> <li>● <u>Raising the profile of SH in the community</u> <ul style="list-style-type: none"> <li>- Using <b>social media</b> to promote things within the community, i.e. little snippets of staff sharing the living vision on a social media platform Kaylene to begin</li> </ul> </li> </ul> </li> </ul> <p style="text-align: center;"><b>Hobson’s Bay Primary School Expo</b> When: Thursday 30 May 2024 Where: Williamstown Town Hall, 104 Ferguson Street, Williamstown Time: 5.30pm – 8.00pm SAC member/s invited to attend</p> <ul style="list-style-type: none"> <li>● <u>Sacred Heart Feast Day</u> At the last meeting, suggestion for a Mass in the evening and a BBQ or food trucks afterwards. This was taken to the Parish Pastoral Council who supported the idea. PPC proposed a 5.30 pm mass or thereabouts and food trucks afterwards. Very much a parish and school event and encouraging school families to go. Organising group is combined Parish &amp; School representation. Cath Palmer is part of the organisational team. Calling for a SAC member to also support in the organisation of the event.</li> </ul>	<p>Hamish</p> <p>Erin</p> <p>Andrea</p> <p>Hamish</p> <p>Hamish</p> <p>Kaylene</p> <p>Marlene, Fr Binh &amp; Kaylene</p>
<p>9. Next Meeting - 11th June 2024 Sue Burke (English Leader) will be special guest to speak about the teaching of Literacy at Sacred Heart</p> <p>10. Closure and Blessing of the School Advisory Council</p>	<p>Chair Fr Binh</p>

