

**SJF Advisory Committee**  
**Meeting Minutes 29<sup>th</sup> November 2022**

**Present:** Kate Benton, Gary Webb, Luisa Lawicki, Honor McGill, Stephen Lynch, Marcel Arendse

**Apologies:** Kylie Cook, Talia Coyte, Bec Binns, Catherine Wildman, Fr Raul.

**Minutes:** Honor McGill

**Correspondence In:** NIL

1. Feedback from previous meeting minutes: NIL
2. Communication process for Advisory via Teams

Discussion regarding adding advisory committee members to 'Teams' as a way of communicating. However, Marcel explained that adding external emails (parents and Fr Raul) created an issue with an 'external firewall' – Marcel to pursue the implementation with CSBB or provide alternate option.

**3. Revisions to School Website Re: Advisory Committee.**

Honor presented information, text and outline of new page to update School Website.

This included new email address for correspondence. Existing email address to be redirected to new email address.

Discussion regarding new members for 2023 to replace Gary Webb's position (Gary to step down from Advisory at the end of 2022 as children will be moving school). EOI will be shared with community about new position early 2023.

Decision made to facilitate Whole Community Open Forums in Term 1 and Term 3 to encourage community consultation and feedback with Advisory. Topics of discussion will also be presented by Advisory for consultation. Honor and Marcel to action and diarise.

Updates from advisory – Honor to include updates in Newsletter re: Advisory following each meeting.

**4. School House Colours – Feedback**

Further discussion regarding naming SJF Colour houses ,eg: flora, fauna, indigenous names/plants etc.

SJF hoping to to launch new Names at cross country 2023 – Themes to be considered. Indigenous, plants, regions logo or emblem.

Committee decided to present themes at Parent Forum Term 1 2023 for consideration. Marcel and Steve to meet with Jodi (AEW) for consultation regarding 'culturally appropriate' options prior to presenting at Parent Forums.

#### **5. School Student Leadership – Next steps**

Leadership presented to staff for discussion regarding process. Steve Lynch spoke to year 5 about year 6 leadership ideas. Yr 5 brainstormed ideas/options. Steve explained and displayed the list of ideas to the Committee and how they are grouped into 7 x leadership 'areas' – each 'area' to be supported by a member of staff/teacher. Comprehensive information will be shared with parent community to explain how the process works for 2023.

**6. Determine Advisory committee members for each sub-group-** to be held over to next meeting. Week 3 Term 1 2023, Tuesday 14<sup>th</sup> February 2023.

#### **General Discussion**

- Next year consolidate our Advisory process and communicate to SJF community.
- Gary noted – Compass difficult to navigate on desktop – easier on phone. School has planned to run Compass Parent sessions early 2023.
- Community will also receive notifications via Compass regarding student awards in 2023.
- Playgroup can we offer different days besides Tuesdays? Yes, Honor to schedule in variety of days for 2023.
- Families have been requesting school Bus for Chittaway – Stephen to talk with Jasmine Weaver for more information.
- Year 6 Graduation Setup ok? Kate Benton informed that all was going well.
- End of year mass – Leaving families to be recognised with certificates at the end of year Mass.

A Special Thank you to Gary Webb for his contribution to the implementation and enthusiastic participation in our SJF Advisory Committee. His presence, sense of humour and insightful professionalism has been fundamental to our committee's success. We will all miss him and his family and wish them well.

**Meeting Concluded 2.06pm**

**Next Meeting** Week 3 Term 1 2023. Tuesday 14<sup>th</sup> February 2023. 1-2pm

#### **Action Required**

- New email address to be added to Website page and old address to be redirected – Honor/Tash
- Upload revised page to website – Honor/Tash
- Advertise EOI for 2023 advisory position - Honor
- Letter of thanks to Gary Webb for Advisory contribution – Honor/Marcel
- Determine advisory committee members for each sub-group – Next meeting