



PARENT & FAMILY CIRCLE MEETING

MINUTES OCTOBER 2019

Date:	Tuesday 15 th October 2019	Meeting start time:	19:30
Location:	Enkindle Village School	Meeting closed:	20:55
Minutes by:	Susan Stock		
Attendees	Susan Colin, Michelle Kiri, Kerrie, Chloe Peter, Gary, Samantha Via zoom: Amber, Deidre, Stephan, Alison, Keith, Kelly, Kate, Paula		

Item	Description/ Discussion	Person
1	Welcome and Acknowledgement of Country	
1.1	Acknowledgement of Country: <i>"Before we begin the proceedings, I would like to acknowledge and pay respect to the traditional custodians of the land on which we meet; the Bindal and Wulgurukaba people and their Elders past, present and emerging. I acknowledge and respect their continuing culture and contribution they make to the life of this city and this region."</i>	Chairperson
1.2	Welcome to new parents/ introductions	Chairperson
1.3	Purpose of parent & family circle <ul style="list-style-type: none"> • Support with fundraising, resources (finding) • Bringing requests or ideas how parents can help the school, happy to hear ideas and • Feedback from the kids, allow Kiri and teachers to get feedback from parents to give to the kids • Communication tool between parents and students and teachers • If it's a classroom or student specific issue, please bring up with the teachers not at the family circle • Money issues bring up with Kerrie 	Kiri
2	Standing Agenda Items	
2.1	Principal/ Teacher feedback & reflections <ul style="list-style-type: none"> • Kiri expressed appreciation and thanks for continued support throughout the year and patience in what has been a very busy year and we are still learning the ropes • 4 new students start this term – everyone has settled nicely, and the extra students have created a nice new dynamic, everyone seems happy and settled Sun Safety – becoming a 'Sun Safe' school <ul style="list-style-type: none"> • Kiri would like the school to be Sun Safe accredited • Part of being an accredited sun safe school is getting a \$2000 grant to purchase some shade (fixed or portable) we can also apply for like for like funding. 	Kiri/Kat/Sandi

	<ul style="list-style-type: none"> Discussed with the requirements to become identified as a sun safe school <ul style="list-style-type: none"> the students were all on board having bucket hats and making that a rule Discussed having long sleeves to wear outside – still discussing that no resolution yet will continue to discuss this for next year Going to make a sun safe station with cups for water, hat, shirts etc where the cups are currently hanging outside Kiri asked for feedback/requests from the parents regarding this <ul style="list-style-type: none"> Susan requested that the hats be adjustable Alison likes the idea of having the enkindle logo <p>OUTCOME: <i>Kiri to continue discussing with the kids and feedback to the parents when/if decisions are made about clothing items</i></p>	
2.2	<p>Matters arising/ action list from previous meetings Listed in new business</p>	Chair
3	<p>New Business</p>	
3.1	<p>Future family circles</p> <ul style="list-style-type: none"> Proposed schedule <ul style="list-style-type: none"> As per last meeting once a month was agreed upon – more frequently or adhoc meetings can be arranged if required for special events etc. In the poll in the parents Facebook group Tuesday was the most popular day with 2pm or 3pm being the most popular times followed very closely by 7:30pm for an evening time Susan suggested that as each term is 10 weeks long (term 4 and all terms next year) that the Parent/Family circle be held on the Tuesday the same weeks each term – Susan proposed holding the meetings week 2, week 5 and week 8 each term Susan also suggested that the times meetings were held were rotated to give everyone the opportunity to attend at least one a term. OUTCOME: <i>Attendees all agreed. Parent/Family circle meetings will be held on a Tuesday in weeks 2, 5 and 8 each term times TBC</i> Process for submitting proposals/ agenda items <ul style="list-style-type: none"> Susan proposed that in order to allow parents to make informed decisions agenda items are to be submitted in advance in a format that states the topic, problem/issue, the proposal/solution and also provide any attachments, information etc that might be relevant to decision making. Agenda items would need to be submitted in time so that the agenda could go out a week before the meeting and give parents enough time to read the information. Kerrie suggested that this could very easily be done via the website in the parent portal as there is a place where this is currently available – Kerrie would then forward submitted agenda items to Susan (or the person collating the agenda). <p>OUTCOME: <i>Attendees agreed to the above</i></p> <p>ACTION ITEM: <i>Kerrie to adjust form on the parent portal so that it has the headings required to submit an agenda item.</i></p> <ul style="list-style-type: none"> How decisions are 'voted' on <ul style="list-style-type: none"> Parent/Family circle decisions will be made the same way as the student circle decisions through discussion and consent Consent must be given by everyone in attendance – please note that consent doesn't necessarily mean you agree 100% but more that you don't have any specific objections or your concerns/issues with the proposal have been addressed If you are unable to attend a meeting (either in person or via video/phone link) you may give someone proxy on your behalf to provide feedback to the discussion and your consent/non consent 	Susan Stock

	<ul style="list-style-type: none"> ○ Consent must be obtained, and a decision will be held over until further discussion is held at future meetings if consent cannot be obtained at the meeting the agenda item is raised in. • Question from Peter about how the board reports to parents – Kerrie said it would mainly feed through the school, but this will be formalised now as we formalise the parent circle process and the family handbook is being updated • Kerrie and Kiri acknowledged that the circles proposed at the beginning of the beginning have changed as they have learned what works and what doesn't and now the students are the centre circle, and everything moves out from that. 	
3.2	<p>School social events/ nights</p> <ul style="list-style-type: none"> • Part of the philosophy of Enkindle Village School is building that village between families - school pick up and drop off allows some connection but it would be nice to have regular social gatherings each term to allow everyone to get together in a more relaxed atmosphere. Some suggestions were <ul style="list-style-type: none"> ○ Rock painting – parents to create a pathway in the school (Emma has a friend who does this) ○ Having a day at the school assembling and raising of the donated cubby ○ Kerrie suggested Cassie who does wine and paint nights could be an option as well ○ Lots of discussion/suggestions • All agreed that a social get together would be nice and people were happy with the rock painting idea <p>OUTCOME: <i>Social evening to be organised ASAP the first one to be a rock painting evening.</i></p> <p>ACTION ITEM: <i>Amber will talk to Emma and arrange the evening.</i></p>	Susan Stock
3.3	<p>Electro Magnetic Frequencies (EMF)</p> <ul style="list-style-type: none"> • Quote for having EMF readings completed in the 3 main rooms of the school <ul style="list-style-type: none"> ○ Concerns raised about the purpose of this assessment – Susan stated that from her and Shari's point of view it was to find out if there were any EMF 'hotspots' that the kids were constantly in and around and to look at no cost/low cost ways of reducing this exposure eg: moving the fridge from the main room to another room where the kids do not spend most of their time and other things that are in our control that we may be able to do to reduce/minimise the daily exposure of both the teachers and the children. • Feedback from IT on Wi-Fi concerns raised <ul style="list-style-type: none"> ○ Feedback from IT guys – they understood the concerns and he makes sure he minimises his exposure to Wi-Fi at home etc -he gave same suggestions. ○ We could get all internet wired but there would be quite an associated cost ○ There is the potential to dial down the Wi-Fi in some of the rooms ○ We must choose all Wi-Fi, or all wired it cannot be half and half ○ Going wired could impact upon the ability for kids to access devices in all areas of the school ○ In 2024 we will be moving to a new purpose-built building and location on JCU campus ○ Kerrie has suggested that this would be a school funded assessment as we would look into utilising Dianne (from Rest Assured Nth Queensland) for the future building. ○ Question about the precedent that this might set ○ Suggestion made by Peter that when this is being done the students could be involved but stressed very strongly and everyone else agreed that it needed to be done in a way that students weren't made to be scared or worried unnecessarily 	Shari Kerrie

	<p>about EMF exposure more of an opportunity to look at the equipment used and readings etc.</p> <ul style="list-style-type: none"> Lots of discussion held around this topic but as Kerrie has said the school will be funding this assessment and would be no cost to the parents' consent was obtained. <p>OUTCOME: <i>EMF assessment to be completed</i></p> <p>ACTION ITEM: <i>Kerrie to contact Dianne and arrange the assessment</i></p> <p>General Discussion: lots of discussion around whether or not doing this assessment would set a precedent for too many individual 'parent concerns' to be raised at family meetings and the possible impact this may have eg: could increase term costs etc just because one parent was concerned. Amber raised the point that, that is part of the democratic process that these discussions can take place and that decisions are made as a group.</p>	
3.4	<p>Updating the family handbook</p> <ul style="list-style-type: none"> The idea that the family handbook would be updated by parents throughout the year obviously has not happened Kerrie and Kiri are currently in the process of updating this They would love some feedback from parents as to what helped, what was missing, what needs to go into it for new families Alison raised the point that the 'proposed day' on the website is vastly different and needs to be updated as well Kerrie and Kiri will be trying to have the handbook and associated resources such as the website updated by the end of week 4 <p>ACTION ITEM: <i>Parents please provide feedback/ideas of what should go into the family handbook by Friday the 25th of October to Kerrie or Kiri</i></p>	Susan/Kiri/Kerrie
3.5	<p>Food drive</p> <ul style="list-style-type: none"> Kerrie had something come across her desk from fooddrive.com and would like to know if parents are keen for EVS to participate in a food drive – it would also start discussions with the kids about different things. It would require no additional input from parents other than providing non-perishable items EVS would be a drop off point – and distribution would be coordinated by fooddrive.com Chloe suggested liaising with JCU to see if there's anything we can do with the student association to assist students <p>OUTCOME: <i>Attendees were happy with the idea of this</i></p> <p>ACTION ITEM: <i>Kerrie to contact the student association to see if we can coordinate something with them so that the students could be involved in the distribution.</i></p>	Kerrie
3.6	<p>Containers for change – held over until next meeting</p>	Kerrie
3.7	<p>Fundraising spending</p> <ul style="list-style-type: none"> Kerrie provided a quick feedback on the student's decision on the use of fundraising money the students decided to <ul style="list-style-type: none"> Look into getting a builder to install the cubby so it is safe Have an excursion to a water park (either the strand or kirwan) Purchase obstacle course and other outside play gear Save some for future needs 	Kerrie
3.8	<p>Fruit bowl and snack station – held over until next meeting</p>	Susan
3.9	<p>Quote for installing water filters at drinking tap</p> <ul style="list-style-type: none"> There was some discussion around this but as the zoom link timed out again and it was getting late it was decided to hold this over until the next meeting Some points raised were <ul style="list-style-type: none"> Concerns about the quality of the research both for and against drinking fluoridated water Fluoridated water is a public health initiative is this something we can do considering that not all families have access to good oral hygiene practices 	Susan

	<ul style="list-style-type: none"> ○ Is this a good way to spend funds – is it fair to put an extra cost on parents <p>OUTCOME: <i>Discussion to be continued at next meeting</i></p>	
3.10	Mangiarno food truck providing 'tuck shop' items – held over until next meeting	Susan
3.11	Volunteering North Queensland – held over until next meeting	
4	New Business Arising Without Notice	
4.1	Nil	
5	Next parent & family circle meeting	
5.1	<p>Proposed date and time: Date: 5th November Time: TBC - will need to be decided in the Facebook group as zoom link timed out therefore half of the attendees were unable to have a say. Location: TBC – this will be determined by the time decided upon</p>	