



Belltrees Public School

School Direction Committee Meeting Minutes

Date: 6th February, 2023

Attendance: Shane Roberts, Laura Bellamy and Elizabeth Batterham.

Apologies: Ian Judd

The school direction committee is a forum to discuss school related activities regarding compliance, planning and engagement practices.

Points for discussions:

1. Attendance and Absence Policy and Procedures

- There have been changes made to how absences are recorded. Medical appointments are no longer recorded as flexible. These absences are recorded as sick creating a student absence in school systems.
- Belltrees Public School aims to maintain an attendance rate of 95%.
- Please use the Sentral Parent app to notify of student absences. Other options are an email or phone call to the school. Messages, text, Facebook messenger or What's App to any staff member is not acceptable.
- Parent support is available if you are having trouble accessing the parent portal.
- A message sent through the parent portal is private. Messages go directly to the office. No other parent can see your message.

2. 2023 Staffing and organisation

- Mr Roberts and Mrs Batterham are working 5 days per week.
- Mrs Bellamy is working Monday and Friday in two roles, classroom teacher and digital classroom officer.
- Mr Judd is working Thursday.
- Mrs Campbell has joined our school in 2023, she works Thursday and Friday as classroom teacher and Assistant Principal Curriculum and Instruction.
- General assistant role has not been filled yet.
- A school learning support officer is to be employed for the preschool.

3. Homework Policy Update

- Student homework will be linking with student goals.
- Preparing students for high school
- Mrs Bellamy will be sending home a form in the coming weeks.

4. Communication Policy Update

- Stay connected with the Sentral App.
- The school will be sending all newsletters and notes via the Sentral App
- Phone and email messages to the school are still acceptable forms of communicating with the school.
- No messages to staff personal phones.

5. Student Learning Overview

- Each student will have an individualised learning plan based around their assessments. These assessments identify student needs.

- You Can Do It is our program for wellbeing and will be run by Mrs Bellamy
- Sport this term will be Fun Fitness with Sam.
- Mr Judd is teaching Science.
- Mr Roberts is teaching History.
- Miss Lloyd-Jones will teach on a casual basis teaching creative arts and cooking.

The next meeting will be Monday 1st May. The agenda will be distributed prior to the end of term.

Meeting closed 3.44pm