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Class Rep Meeting Minutes

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**Date 10/10/16 Time 12-1pm Location Student Association office**

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| Meeting called by | Jarmila Slodyczka |
| Type of meeting | S.A meeting |
| Facilitator | Jarmila |
| Note taker | Angela Reilly |
| Timekeeper |  |
| Attendees | Jarmila Slodyczka  Angela Reilly  Michael Allan  Kieran Reid  David |

## **Agenda topics**

Agenda

1. Team Welcome/ Update/ Check minutes from last

meeting for accuracy.

2. Class Reps elections update

3. Anti-bullying week posters

4. Class Reps and Training

5. Healthy Body Health Mind

6. Testimonies

Agenda Item 1

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| Discussion | Welcome to the team, and a special welcome to David volunteering at the S.A | | |
| Check minutes from last meeting | | | |
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| Conclusions | Jarmila welcomed the team and David | | |
| Minutes from last meeting checked and mistakes amended | | | |
| Angela to write up minutes for the 27/9 | | | |
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| Action items | | Person responsible | Deadline |
| Angela to write minutes for the 27/9 | | Angela Reilly | 24/10 |
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| Agenda Item 2 | |  | |
| Discussion | Class rep updates | | | | |
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| Conclusions | Sarah to catch up any students who missed their training | | | | |
| Kieran has almost got all his reps, has been challenged going into classes to recruit, suggested to go into classes 5 minutes before class starts. | | | | | |
| Michael has almost got all his reps, may train during Oct’ break or sometime after the break. | | | | | |
| Jarmila checked with Gary he will train his reps after the Oct’ break | | | | | |
| Sarah has her reps | | | | | |
| James still to complete his rep nominations | | | | | |
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| Action items | | | Person responsible | | Deadline |
| Michael to do mop up session after the break | | | Michael | | ongoing |
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Agenda Item 3

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| Discussion | Anti-bullying | | |
| David has volunteered to do posters over the break he will bring in his ideas after the break | | | |
| Micole checking out our anti bullying policy and protocol for recording | | | |
| T-shirt ideas still in the process of discussing this with the team | | | |
| Pledge idea still working out what this will be and when | | | |
| Kieran contacting someone to help with videos and testimonies from students who have experienced bullying, Michael looking into creating a YouTube channel, most S.A’s have one so we can promote all events . | | | |
| Conclusions | All items still ongoing and to be discussed at next team meeting | | |
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| Action items | | Person responsible | Deadline |
| Posters, pledges, policy YouTube Testimonies | | Team | Nov |
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Agenda Item 4

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| Discussion | Class rep training | | |
| Sarah has her reps and they are trained | | | |
| Angela training on the 11/10 | | | |
| Kieran training on the 14/10 | | | |
| Michael has done two training sessions | | | |
| Kat has finished her training/ Gary training after the break and James still to update team | | | |
| Conclusions | Mop sessions, to discuss next meeting | | |
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| Action items | | Person responsible | Deadline |
| Team to update S.A on training session progress | | Team | 27/10 |
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Agenda Item 5

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| Discussion | Healthy Body Health Mind | | |
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| Conclusions | Still planning, no meeting this week | | |
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| Action items | | Person responsible | Deadline |
| Sarah, to update on progress | | Sarah | 27/10 |
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| Agenda Item 6 |  |

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| Discussion | Statements/ testimonies from S.A team members | | |
| Videos- who we are and what we do | | | |
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| Conclusions | Creating videos with our statements etc | | |
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| Action items | | Person responsible | Deadline |
| Michael to email everyone involved | | Michael | 27/10 |
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Any other Business

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| Other Comments |
| Special notes |

All Actions

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| Action items | Person responsible | Deadline |
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