



SCHOOL COUNCIL MEETING

Minutes

Wednesday 21st March 2018

Attendance:

Trudie Esler, Michelle Henson, Sarah Moore, Jess Dart, Veronika Afanasyeva, Hayley Stapley, Kirrilee Cruse, Brenton Adams, Robyn Masters, Nikita Pratt, Dave Glover, Cara Massa, Keryn Eades, Trish Lammens, Ivy Tucker, Sarah Fitzpatrick, Caitlyn Cortez

Apologies: Dallas Glover, Jodie Mattingley

Chair of Meeting: Cara Massa (President)

Minute Taker: Michelle Henson

Meeting opened:

Conflict of Interest: None noted

Minutes of Previous Meeting:

Minutes of the previous meeting held on 7th February 2018 have been previously distributed.

Motion that the minutes of the meeting held on 7th February 2018 be accepted.

Moved – Keryn Eades

Seconded – Jess Dart
carried

Business Arising from Minutes:

Installation of carpet tiles in the Junior Learning Centre, rather than linoleum under advice from flooring contractors. This will occur on Saturday 24th March.

Correspondence:

As provided previously, and tabled as required.

Move that the correspondence be received as accurate, and all actions endorsed.

Moved – Sarah Fitzpatrick

Seconded – Ivy Tucker
carried

Council Standing Orders

Copies provided to all Council members.
Amendments changed to reflect results. New Standing Orders will be distributed to all members.

Move that the Standing Orders be endorsed and approved by School Council.

Moved – Caitlyn Cortez

Seconded – Keryn Eades
carried

Principal's Report:

Dates to Remember

- Went through list of events that are taking place around the school this term.
- Discussion about date for photos. This date was selected to allow for the delivery of Grade 6 uniform.

Curriculum

- Teacher Professional Practice Days have been conducted for Term 1 and were well received
- Primary Maths Science Specialists program PD has been attended and will be rolled out as a two year commitment.
- The Indigenous Hip Hop Dancers was a great incursion that was not only enjoyable, but a great way to impart their knowledge of culture.

Staff

- At this stage Trudie will be the Acting Principal for Term 1. They will roll over her position while the Principal position is advertised later in the year.
- Michelle Henson will be working in Grade 6 with Jess Dart
- We have had a lot of staff movement within the support roles and specialist roles at the start of the year.

General Items

- Well done to our Division swimmers for their excellent efforts!
- Enrolments are very similar. We have 311 students at the moment.
- We have had power issues to the BER since the installation of the air conditioners. We have received one quote, and will be getting two more. Depending on the reason for the power issue, we will pursue getting funding to pay for this, or we will need to pay for this ourselves.

Follow up action required:

Grounds Committee – Investigate options for the resurfacing and drainage of the Ga-ga pit.

Move that the Principal's report be received as accurate, and all actions endorsed.

Moved – Trudie Esler

Seconded – Kerryn Eades
carried

Finance Reports:

The following reports were tabled: Balance sheet, Operating Statement, Cash Receipts, Cash Payments, Cancelled Receipts Report, Cancelled Payments Report, Journal Report, Cash Flow Statement, Bank Account Movement, Annual Sub Program Budget Report, Invoices Awaiting Payment, Family Credit Notes Report, Sundry Debtors Credit Notes Report, Bank Reconciliations for all bank accounts, SRP Budget Management Report.

School Council approve Financial Reconciliation Report for the Month of February 2018.

Moved – Jess Dart

Seconded – Trish Lammens
carried

School Council approve the Financial reports as tabled to date.

Moved – Ivy Tucker

Seconded – Sarah Fitzpatrick

Excursions

Discussion about the payment of excursions/incursions.

Teachers will endeavour to ensure information and permission forms are distributed at least 1 month prior to payments being due.

Payments

Discussion about could we offer payment plans from Centrelink?

Start with a 'were you aware' notice in the newsletter for Centrelink payment plans.

Check into Department guidelines and policies for this.

Look into School fee payments able to be paid early in Term 4.

Newsletter
Charge for advertising as follows
\$20 per A4 page.
\$10 per ½ page
\$5 per ¼ page
Buy 3 weeks get 4th free.

School Council agrees to change for advertising in the weekly school newsletter.
Moved – Trish Lammens
Seconded – Michelle Henson

Working Group Reports

Fundraising Report:

- Had a great meeting last week and have produced a Proposed Fundraising Calendar
- Entertainment Books – approval for this Fundraiser is granted provided we don't have to pre-purchase these.
- Investigate various food related drives for Term 2.
- Talked about the Christmas Concert supper and parents who have staffed it, often miss out on part of the concert. Not sure about this due to the responsibility of teachers.
- Discussion around the Catering at the Model Airfield and how we can advertise this better.
- Other fundraisers discussed for later in the year.

Follow up action required:

-

Move that the Fundraising Activity "Entertainment Books" be approved provided we don't have to pre-pay for any books.

Moved – Ivy Tucker
Seconded – Caitlyn Cortez
carried

Parents Club

- At this time we have a roster filled for Term 2 with mainly Meal Deals we have previously done. Re-introducing the Cardi burger, and we will be introducing a Nacho bowl.
- Parents who are cooking are more than welcome to eat any extra food, but their students will not be given a free meal deal.
- School Council agrees that \$500 should be made available for purchase of food for Meal Deals.

Follow up action required:

-

School Council endorses \$500 cash to be available for purchase of food for Meal Deals.

Moved: - Kerryn Eades
Seconded – Trudie Esler

Move that the Parents Club Report be accepted.

Moved – Ivy Tucker
Seconded – Caitlyn Cortez
carried

General Business –

Kitchen

Waiting for quotes to appear for contractors before work starts on this.

Principal Selection Process

Mark Anderson contacted Cara about the process for appointing a new Principal.

At this point we will look at having Mark out on Tuesday 17th April.

Facebook Group for Parents

- How do we manage the group going forward?
Michelle and Trudie are admins however they are only there to ensure the school is aware of what is happening. Ivy will remain as an Admin on this site and will organise the renaming of it to reflect the fundraising perspective it will undertake. Other Admins will be appointed as needed by Ivy.

-

Follow up action required:

- Kerry will get quotes for pots and steamers to purchase.
- Ivy to continue running the Facebook Group and appoint other admins as needed. Main focus of the group will become fundraising.

Next Meeting – 9th May 2018 following the Annual Meeting

Meeting Closed – 8:59pm

President (or person who presided at the meeting) signature: _____