



SCHOOL COUNCIL MEETING MINUTES

Tuesday 19th June 2018

Staffroom at 7.00pm

1. **Welcome – Attendance**

Katrina Benson, Kaye Ellery-Burke, Kath Gilbert, Syd Jackson, Simone Jans, Danielle Lacy, Jocelyn Mackie, Donna Russell, Cathy Waldron, Gene Vanderzalm

2. **Apologies - Liselott Webster**

Conflict of Interest

Has everyone read the agenda?

Please indicate if you believe you have a conflict of interest in regard to any agenda items.

3. **Minutes of Previous Meeting**

Motion: That the minutes of the previous meeting, as circulated, be accepted.

Moved: Katrina Benson Seconded: Simone Jans

4. **Business Arising –**

Ambulance – prompt on the form clearly states it is at parent's expense.

Tree arborist have not come due to weather, hopefully over school holidays

Budgets are being presented in the familiar way, which is appreciated

5. **Receive Other Items of General Business (School Operations)**

Brett Smith – Farewell

Bread & Pickles – Updated menu

Sound System -

6. **Correspondence:**

DET

Action

- Strategic Management for school leaders course now available

Gene attending finance meeting

- Have your say on child information – sharing and family violence reforms

Public forums if people wish to attend

- Pick My Project – Want to share in \$30 million for your community?

SC could look to having a 'strategic plan' ready to fit projects to a funding program as they arise. SC members to consider this prior to next meeting for discussion then. Consider a 'Budget Writing' project officer.

- Monitor and document your Annual Implementation Plan progress in SPOT
- Choose your school's new virtual conferencing bundle
- Last call for Regional leadership conference registrations
- Applications open for CSEF fund – Semester 2
- New system for declaring and managing gifts, benefits and hospitality

- Deakin University – Healthy together Children's Evaluation

They will complete a questionnaire next term with Gr 4 & 6 students regarding height and weight

- Scott Shillito DET IT Division – Proposed candidates for ST position

7. **Reports**

- Finance – As tabled

Motion: *That School Council move \$41,159.00 payments be endorsed, made up of Direct Deposits Payments of \$34,401.56 and Local Payroll \$6,757.77. That \$20,000.00 transfers between High Yield and Official Account be*

ratified and all presented reports (listed below) accepted as a true and correct depiction of the Tarwin Valley Primary School finances for the month of May 2018.

Balance Sheet	Bank Accounts Movement	Bank Reconciliations	Operating Statement Detail
Cash Flow Report	Annual Sub Program Budget	Cash Receipts Report	Cash Payments Report
Cancelled Receipts Report	Cancelled Payments Report	Journal Report	Invoices Awaiting Payment
Family Credit Note Report	Sundry Debtors Credit Note	SRP Management Report indicating a Surplus	

Moved: Seconded: *Once clarification of the \$11,000 for Your Dream Inc is explained School Council will ratify the report next meeting.* For: Against: Carried

** Payment of \$11,000 included GST but budget expenditure shows \$10,000 which is GST exclusive amount.

The following Purchasing Card statements for the month of April/May 2018 have been tabled.

1. Allyson Opray 2.

Motion: That School Council move all statements and payments as tabled for the School Purchasing Cards be accepted.

Moved: Katrina Benson Seconded: Jocelyn Mackie

For: 10 Against: 0 Carried: Yes

8. General Business:

- Item: Discussion /Action - Motion
- 8.1 Building project update Gene relayed information from meeting with Peter Trevena (Facilities Officer SEV Region) & Wayne Olney (Project Manager - Victorian School Building Authority).
- 8.2 Policy Updates Anti-Bullying & 3R's *Motion: "That the Anti-Bullying Policy will be accepted as tabled with changes noted on the file copies. Staff will rework the 3R's Policy prior to having it moved at an upcoming meeting."*
Moved: Kath Gilbert Seconded: Danielle Lacy
For:10 Against:0 Carried: Yes
- 8.3 School uniforms Change of hat style Online ordering Information – See below
Motion: "That school Council endorse the change over from school ordering of uniforms to online and direct purchasing of ordering from Beleza and that the new style of microfibre hat be included with the removal of the original broad brimmed hat, under the proviso that the terms and conditions are fair and reasonable."
Moved: Donna Russell Seconded Kaye Ellery-Burke
For: 10 Against: 0 Carried: Yes
- 8.4 Brett's Farewell *Motion: "That School Council support the purchase of a farewell gift for Brett Smith to the value of approximately \$80".*
Moved: Katrina Benson
Seconded: Kath Gilbert
For:10 Against:0 Carried: Yes
- 8.5 Bread & Pickles menu update *Motion: "That school Council approve the updated Bread and Pickles Menu as tabled at school council."*
Moved: Cathy Waldron, Seconded: Simon Jans For: 10 Against: 0 Carried: Yes
- 8.6 Sound system Discussion on the value of school purchasing a sound system. School Council members to look into the current system and alternatives prior to next meeting.

9. Next Meeting – 7th August

Signed: _____ Danielle Lacy – President

Signed: _____ Gene VanderZalm – Acting Principal