



## SCHOOL COUNCIL MEETING MINUTES

Tuesday 18<sup>th</sup> September 2018

Staffroom at 7.00pm

### 1. **Welcome – Attendance**

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

### 2. **Apologies** - Kath Gilbert

\*\* 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:*

*Seconded:*

### 4. **Business Arising**

May Financial Report (from June meeting) still needs ratifying now that Your Dream payment has been clarified.

**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.*

*Moved: Seconded:*

*For: Against: Carried*

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

### 6. **Correspondence:**

Action

DET

- Implement the Inclusion Boost and Equipment Boost and report your school's expenditure
- New and updated cleanable area reports are now available
- SEIL Update
- Child Safe Standards obligations, updated guidance, and training
- Cultural Understanding and Safety Training in schools to support Korrie inclusion
- Meeniyon Agency of Bendigo Bank reopening
- Grassfire Safety Information

### 7. **Reports**

- Finance – As tabled

*Motion: That payments totalling \$19,405.04 for August be ratified by School Council, made up of Direct Deposits Payments \$15,370.71 and Local Payroll \$4034.33 and Transfers between High Yield and Official Account totalling \$15,000.00 and all presented reports (listed below) accepted as a true and correct depiction of the Tarwin Valley Primary School finances for the month of August 2018.*

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

*Moved: Seconded:  
For: Against: Carried*

The following Purchasing Card statements for the month of July/August 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: Seconded:  
For: Against: Carried*

Inclusive Educaiton grants of \$9800 have been received as part of Term 3 grant and funds must be spend by the end of 2018.

**Motion:** *That a new Sub Program (code 5220) be created and the program budget be adjusted by \$9800 to reflect the receipt and expenditure of the Inclusive Education Grants.*

#### 8. General Business:

- |   |   |
|---|---|
| Item:   | Discussion /Action - Motion   |
| 9. Policy Updates English, Homework, ICT, Mathematics, Critical Incident Recovery | <i>Motion: "That the listed policies be accepted as tabled with changes noted on the file copies".<br/>Moved:<br/>Seconded:<br/>For: Against: 0 Carried: Yes</i>                  |
| 9.1 Extraordinary motion – Year 6 Bike ride to Leongatha                          | <i>Motion: "That the 'Year 6 bike ride to Leongatha' extraordinary motion be endorsed with 10 fors from the 10 returns.<br/>Moved: Seconded:<br/>For: Against: 0 Carried: Yes</i> |
| 9.2 Update on sound system  | <i>Motion: "<br/>Moved:<br/>Seconded:<br/>For: Against: Carried:</i>  |
| 9.3 Code of conduct for School Councillors  |   |

#### 10. Next Meeting – Tuesday 23<sup>rd</sup> October 2018

Signed: \_\_\_\_\_ Danielle Lacy – President

Signed: \_\_\_\_\_ Gene VanderZalm – Acting Principal