



SCHOOL COUNCIL MEETING MINUTES

Tuesday 28th April 2020

Staffroom at 7.00pm

CHILDSAFE STATEMENT OF COMMITMENT:

Tarwin Valley Primary School is committed to safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making. Our school is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives.

We are committed to the safety, participation and empowerment of all children.

We have zero tolerance of child abuse (verbal, physical or sexual), and all allegations and safety concerns will be treated seriously and consistently with our robust policies and procedures.

MANDATORY REPORTING

If, in the course of practising your profession or carrying your duties, you form reasonable belief that a child or young person is in need of protection, as a result of physical injury or sexual abuse, and the child’s parents are unable or unwilling to protect the child from that abuse you must be reported immediately to the Principal, or in his/her absence, the Officer in Charge.

1. Welcome – Attendance

Katrina Benson, Kaye Ellery-Burke, Claire Guy*, Simone Jans*, Brad Kijlstra-Shone*, Danielle Lacy, Emma Lester, Sarah Mitchem*, Gene Vanderzalm *via Webex*

3. Apologies - Syd Jackson

*** 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: Brad Kilstra -Shone

Seconded: Danielle Lacy

4. Business Arising

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

6. Correspondence:

DET	Action
<ul style="list-style-type: none"> ▪ Term 2 arrangements due to COVID19 ▪ Supply of hygiene products ▪ Family violence support services and resources ▪ Where to find key COVID19 information ▪ School Council Training – Virtual Event 	<p><i>Schools must support student’s to learn from home in light of COVID19</i></p> <p><i>DET have put systems in place to ensure schools have adequate supplies. TVPS is well stocked</i></p> <p><i>Staff may have been affected by this – look after one another. Our school community need to be checking in regularly.</i></p> <p><i>Education.vic.gov.au/coronavirus has regular updates and other relevant info</i></p> <p><i>We will look at undertaking Strategic Planning via teleconferencing most likely for Term 3 sometime.</i></p>

7. Reports

- Finance – As tabled

Motion: That School Council move \$31,593.89 payments be endorsed made up of Direct Deposits Payments of \$21,694.28 and Local Payroll \$9,899.61. That \$15,000.00 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 March 2020. Cash balance includes \$35,642.68 being held for MARC Cluster and \$4,417.24 being held for Corner Inlet Sports Cluster.

<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: Claire Guy Seconded: Katrina Benson
For: 9 Against: 0 Carried - Yes

The following Purchasing Card statements for the month of February/March 2020 have been tabled.

1. Allyson Opray
2. Gene VanderZalm

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

Moved: Claire Guy Seconded: Simone Jans
For: 9 Against: 0 Carried: Yes

Program Budget 2020: Presentation of the 2020 confirmed program budget (cash) be accepted and approved by School Council. The budget presented shows a carried forward amount from 2019 of \$211,092 and estimated 'new' revenue (2020) of \$332,805 – total available funds of \$553,897. The proposed expenditure totals \$443,917 which will leave an estimated operating reserve of \$70,301 (excluding MARC & Sports cluster funds). Note: Changes made since the indicative budget include revenue associated with the confirmed SRP, updating of buildings & grounds budgets and adjustments to local payroll to reflect teacher aides funded from cash in term 1.

Motion: That School Council accept and endorse the confirmed cash budget for Tarwin Valley Primary School for 2020, as presented.

Moved: Brad Kilstra-Shone Seconded: Kaye Ellery-Burke
For: 9 Against: 0 Carried Yes

- Building & Ground Report
- Community Group
- Grants
- TVPS Connect

8. Sub Committees:

9. General Business:

- | | |
|---------------------------|---|
| Item: | Discussion /Action - Motion |
| 9.1 Policy Updates | <i>Motion: "That School Council approve and endorse the following policy/policies with changes noted on the file copies".</i> |
| | <i>Moved:</i> |
| | <i>Seconded:</i> |
| | <i>For: Against: 0 Carried: Yes</i> |
| 9.2 | <i>Motion:</i> |
| | <i>Moved:</i> |
| | <i>Seconded:</i> |
| | <i>For: Against: Carried:</i> |
| 9.3 | <i>Motion: "</i> |
| | <i>Moved:</i> |
| | <i>Seconded:</i> |
| | <i>For: Against: Carried:</i> |

9.4

Motion:

Moved:

Seconded:

For: Against: Carried:

10. Volunteer to write SC report for newsletter

11. Signing of Documents

12. Next Meeting

Signed: _____ Danielle Lacy – President

Signed: _____ Gene VanderZalm – Principal