



## SCHOOL COUNCIL MEETING MINUTES

Tuesday 16<sup>th</sup> June 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, Syd Jackson, Brad Kijlstra-Shone, Danielle Lacy, Emma Lester, Sarah Mitchem, Kate Thomas, Gene Vanderzalm*

### 2. Apologies - N/A

*\*\* Has everyone read the agenda? No*

*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: Claire Guy*

*Seconded: Katrina Benson*

### 4. Business Arising None

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

### 6. Correspondence:

#### OTHER

School Council nomination received from Kate Thomas

Action

*Motion: "That Kate Thomas be co-opted onto the Tarwin Valley School Council to fill the casual parent position created by Stuart Mackie. This term will expire March 2021." Moved: Katrina Benson Seconded: Claire Guy **For: 11 Against: 0 Carried: Yes***

Letter of resignation from Belinda Pocklington (gardener) received

*Has been employed on a casual basis for approximately 15 years. She thanks all those at TVPS for supporting her throughout her time*

Fountas and Pinnell Benchmarking Kits

*Ignore*

#### DET

- Implementing the COVIC-19 Safety Management Plan and additional OHS obligations
- How to deliver school Breakfast Clubs
- Update on High-Ability Practice Leader professional learning program
- Changes to semester 1 student reports

*DET has links and guidance on website.*

*Donna Gilliam is thinking about getting this up and running for Term 3.*

*This has been pushed back to Term 3 – Sophie Calcott has taken up this role for 2020.*

*A note will accompany reports to explain changes for these reports. No progression points for this semester.*

- New email addresses
- School name change
  
- Additional school cleaning: your school's funding allocation
- Learning from home technology – delivery of internet access devices

*New staff addresses*

*Name has been approved to change to Meeniyah PS – still waiting for DET approval. Will hopefully hear more in Term 3.*

*Additional funding to ensure high touch points are cleaned and sanitized each day.*

*DET have funded 16 dongles to give to families with lack of internet access in case of future RHL.*

**7. Reports**

- Finance – As tabled

**Motion:** *That School Council move \$14,058.53 payments be endorsed made up of Direct Deposits Payments of \$10,862.54 and Local Payroll \$3,195.99. 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 April 2020.*

**Motion:** *That School Council move \$37,668.71 payments be endorsed made up of Direct Deposits Payments of \$37,454.59 and Local Payroll \$214.21. That \$25,000.00 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 2020.*

*Cash balance includes \$40,035.47 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: Kaye Ellery-Burke Seconded: Claire Guy*

*For: 11 Against: 0 Carried Yes*

The following Purchasing Card statements for the month of March/April and April/May 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: Danielle Lacy Seconded: Simone Jans*

*For: 11 Against: 0 Carried Yes*

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

**8. Sub Committees: N/A**

**9. General Business:**

Item: Discussion /Action - Motion

9.1 **Policy Updates** *Motion: "That School Council approve and endorse the following policy/policies with changes noted on the file copies".*

\* 3R's

\* Physical, personal & Interpersonal learning

\* Physical Education

\* Assessment

\* Languages

*Moved: Danielle Lacy*

*Seconded: Katrina Benson*

*For: 11 Against: 0 Carried: Yes*

9.2

*Staggered finish times – it seems to be creating more congestion at the end of the school day. Term 3 may see potential resumption of standard finishing times to ease congestion in the carpark.*

9.3 Reading – unpacking the importance behind home reading routines and how impactful this can be on creating lifelong readers. A real community focus on understanding and developing reading habits.

9.4 Strategic Planning Training – Some enjoyed the PD and learnt a lot about the 4-year process for schools. Still looking for direction in terms of how our School Council plan more strategically with our growing numbers for the future.

**10.** Volunteer to write SC report for newsletter – Danielle Lacy

**11.** Signing of Documents

**12.** Next Meeting – Tuesday July 28<sup>th</sup> 2020

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

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