



SCHOOL COUNCIL MEETING MINUTES

Tuesday November 15th, 2022

Staffroom at 7.00pm

CHILDSAFE STATEMENT OF COMMITMENT:

Meeniy 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, Rebecca Browne, Jo Healy, Melissa Horkings, Tamara Symington, Brad Kijlstra-Shone, Rhys Livingstone, Sarah Mitchem, Gene Vanderzalm, Katrina Markley

2. Apologies – Kate Thomas

Has everyone read the agenda? Yes

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: Jo Healy, Seconded: Melissa Horkings For: 10 Against: 0 Carried Yes

4. Business Arising – Review Meeting Norms

Quotes for roof over basketball court have not come back.

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

6. Correspondence:

DET:

Action

- Toilet Update
- Gifts, Benefits and Hospitality policy reminder
- Foundation enrolments – new timeline for 2024

OTHER

- Meeniy IGA donating all sausages, bread & tomato sauce for the Colour Splatactular Thank you to be sent

7. Reports

- Finance – As tabled

Motion: That School Council move \$76,416.10 payments be endorsed made up of Direct Deposits Payments of \$64,172.55 and Local Payroll Payments of \$12,243.55. That transfers of \$50,000.00 from High Yield Account to Official Account be ratified and all presented reports accepted as a true and correct depiction of the Meeniy Primary School finances for the month of October 2022. Cash balance includes \$55,425.69 being held for MARC Cluster and \$7,898.73 being held for Corner Inlet Sports Cluster.

Moved: Katrina Markley Seconded: Katrina Benson For :10 Against: 0 Carried Yes

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	

The following Purchasing Card statements for the month of August/September 2022 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: Brad Kijlstra Seconded: Katrina Markley For: 10 Against: 0 Carried Y

• Principal Report – As distributed

Newsletter is now published every 2nd week. We need to create an archive of information to track. Perhaps more updates/notes on the website. Compass notifications to include SMS & email so parents can access information more readily.

8. General Business:

Item: Discussion /Action - Motion

8.1 School Council President Kate Thomas is now working for Department of Education which excludes her from holding the role of President or Vice President. Kate can remain a parent member of Council but for purposes of quorum only, she is also counted as a department employee. We will continue as we are until the next AGM.

8.2 Consent for Prep Inverloch Excursion *Motion: "That the Year Prep Inverloch Beach excursion on December 1st, 2022 be approved by School Council."*
Moved: Sarah Mitchem Seconded: Rhys Livingstone
For: 10 Against:0 Carried Yes

8.3 EFTPOS Machine The ETPTOS machine is now ready for use. The Electronic Funds Management Policy will need to be updated and a motion listing the authorized users passed.
Motion defer to next meeting.

8.4 School Council EOY Dinner December School Council Meeting – short meeting followed by dinner.
Volunteer to book and coordinate this – Katrina Benson (thank you Katrina).
Meeniyon Hotel, 6.30pm – partners welcome.

8.5 Colour Splatacular There was a total profit of \$6,037.
Discussion that we run it every year, keeping it on the school oval. It does need to be more spaced in the year to the ball and graduation.
If we pre-register with the same company, there are some significant savings. We believe it is important to investigate how we could run it capitalizing on the profit margins. A potential way is through something like a 'Go Fund Me' page. That way we could set it up anything and watch the donations coming in and then when it comes time to run the events people could donate to that for sponsorship rather than losing 40% of the deposit and kids getting prizes.
One thing to change is to have activities on the bank when students are watching.

8.6 School Review Things to focus on for the next review include:
Coaching staff, especially younger staff on how to deal with interruptions and set boundaries to allow them focus with their teaching time.
ES training lifted to be able to be able to help them have a greater impact for the students they are working with. Transitioning the new staff.
Physical activity of students throughout the day. Student voice.
Percentage of students who have experienced bullying. Math's focus.

7. Volunteer to write SC report for newsletter – Tamara Symington

8. Signing of Documents

9. Next Meeting – Tuesday 6th December, 2022

Signed: _____ Katrina Benson, Vice President

Signed: _____ Gene VanderZalm, Principal