



School Council Minutes

DATE: Wednesday 26th of April, 2017

OPENED: 7:50pm

CLOSED: 9:35pm

PRESENT: Jodie, Scott, Matt, Julie, Stewart, Brooke, Erica, Gill, Natalie, Kelly, Megan, Kerry

APOLOGIES:

Non-council members present:

| Item No. | ITEM | DISCUSSION | ACTIONING |
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| 1. | Minutes of the previous meeting | Presented by Jodie | Motion: That the minutes of the previous meeting be accepted. Moved: Stewart Johnson Seconded: Erica Zboril |
| 2. | Business arising from previous minutes | No | Motion: That the business arising from previous minutes be accepted. Moved: Kerry Lee-Jenkin Seconded: Scott Clode |
| 3. | Correspondence in | No | Motion: That the correspondence in be accepted. Moved: Stewart Johnson Seconded: Kerry Lee-Jenkin |

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| 4. | Correspondence out | No | Motion: That the correspondence out be accepted. Moved: Matthew Moore Seconded: Julie Hale |
| 5. | Business arising from correspondence | No | Motion: That the business arising from correspondence be accepted. Moved: Stewart Johnson Seconded: Kerry Lee-Jenkin |
| 6. | Principal's report | The Principal's report to be tabled. Presented by Jodie Bray | |
| 7. | ELC report | The ELC report to be tabled. Presented by Jodie Bray | |
| 8. | Assistant Principal Welfare and Wellbeing report | The Welfare and Wellbeing report to be tabled. Presented by Scott Clode | |
| 9. | Assistant Principal Teaching & Learning report | The Teaching and Learning report to be tabled. Presented by Jodie Bray | |
| 10. | School Captains report | The School Captains report to be tabled. Presented by Jodie Bray Stewart to send a reply in writing to Annabel's report thanking her for providing a detailed, well written report for council. | |
| 11. | Finance Report | The Finance report to be tabled. Motion: Co-op loan – suggest paying out loan of \$117000. No current staff members are involved in loan. The school has the capacity to pay the loan. | Motion: Kerry Lee - Jenkin Seconded: Erica Zboril Endorsed |
| 12. | Facilities Report | The Facilities report to be tabled. Presented by Scott Motion: School Council to endorse Priority 1 and 3. Priority 2 and 4 to be confirmed after final consultation with contractors | Motion: Matthew Moore Seconded: Kelly Suhr Endorsed |

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| 13. | Canteen Report | <p>The Canteen report to be tabled.</p> <p>Profit and Loss Statement for 2016.</p> <p>Not tabled at this point.</p> | <p>Motion: accepted.</p> <p>Moved:</p> <p>Seconded:</p> |
| 14. | HFC Report | <p>The HFC report to be tabled.</p> <p>Not tabled at this point.</p> | |
| | All reports to be accepted | | <p>Moved: Stewart Johnson</p> <p>Seconded: Brooke Gniel</p> |
| 15. | APPROVAL incursion / excursion / camps / curriculum day dates | <p>Curriculum days – Stewart stated that parents were concerned that not enough notice is provided to parents of the curriculum days to be held for the year. The school will endeavour to provide parents with more notice where possible.</p> | |
| 16. | POLICY | <p>Endorse the School Parent Payment Policy</p> <p>Endorse the School Investment Policy</p> <p>Endorse the Purchasing Card Policy</p> <p>Electronic Funds Policy – to be advised</p> <p>Policies will be sent to school council members for endorsing. Stewart to follow up the SEIL regarding policies that School Council needs to ratify. He will report back next School Council meeting.</p> | <p>Motion:</p> <p>Moved:</p> <p>Seconded:</p> |
| 17. | General Business | <p>The suggested signatories for all school bank accounts are:</p> <p>School Council President</p> <p>School Council Treasurer</p> <p>School Council Vice President</p> <p>Jodie Bray, Principal</p> | <p>Motion: That the school signatories be endorsed as suggested.</p> <p>Moved: Scott Clode</p> <p>Seconded: Matthew Moore</p> |

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| | | <p>The suggested list of officers approved to sign official order forms is: Jodie Bray Scott Clode Julie Hale</p> <p>Proposed 2017 fundraising events to be advised. HFC calendar dates tabled via email. Mother's day stall endorsed. Year 3 and 5 to work around NAPLAN timetable changes. Jodie/Scott to arrange NAPLAN changes and inform Bronwyn in HFC. Walkathon – due to financial success HFC have suggested May 19th. School council suggest that HFC choose a later date due to amount of events in May. August 18th has been identified as a potential date – HFC to discuss recommendation. Xmas concert date has been endorsed.</p> <p>Endorse the School Purchasing Card Register as attached.</p> | <p>Motion: That the officers approved to sign official orders be endorsed as suggested. Moved: Kerry Lee-Jenkin Seconded: Megan Shields</p> <p>Motion: The 2017 fundraising events will be provided at the next meeting. Moved: Brooke Gniel Seconded: Julie Hale</p> <p>Motion: That the school purchasing card register be endorsed. Moved: Erica Zboril Seconded: Gill Mouette</p> |
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Next Meeting: Tuesday 23 May.