|  |
| --- |
| **May School Council Minutes** |
| **Meeting** Date: May 31st 2022Start: 6.00pmInvited Participants:Non DET: Kylie O’Hagan,, Sarah Crotty, Jaqui Deppeler, Anna RapettiDET: Jayden Andrea, Apologies: Mary Hawira, Lisa NeagleChair: Sarah CrottyMinutes: Anna*Quorum requirements:**A school council meeting must operate with a quorum. A quorum requires not less than one half of school council members currently holding office to be present at the meeting and the majority of members present must not be Department employees. Any parent members on school council who also work for the Department are counted as Department employees for the purpose of a quorum.**Time Extension:**School council meetings should require no longer than 2 hours, regardless of the setting. If business has not been concluded by the scheduled closing time for the meeting, the chair should ask councilors whether they wish to defer the rest of the business until the next meeting or to extend the meeting by a specified period of time (for example, 15 minutes). A motion is necessary if council wants to extend the meeting.**Conflict of interest:**If a member of the council or their immediate family has a direct conflict of interest (including a pecuniary interest) in with a matter under discussion at a school council meeting that member:**·      must not be present:**o    during the discussion unless invited to do so by the  person presiding at the meeting**o    when a vote is taken on the matter**·      may be included in the quorum for that meeting**The declaration of interest should be included in the minutes of the meeting****.******If the President is unable to preside over a meeting and no Vice President has been appointed, a member of the council who is not a Department member can be voted to chair the meeting.*** |

|  |  |  |
| --- | --- | --- |
| Welcome:Acknowledgement of traditional owners. | I would like to acknowledge the traditional owners of the lands on which we meet today*.* I pay respect to Elders past, present and emerging. |  |
| Quorum | Chairperson acknowledges that a quorum was present. |  |
| Minutes of the Previous Meeting | Motion:That the minutes of the previous meetings held on March 28th and April 26th be passed as a true and accurate reflection of the meetings. | Moved: JaydenSeconded: KylieVote: Accepted |
| Committees  | Fundraising - AngelaFinance - JaquiGrounds / Maintenance - Heath Brown, Beau Sayers, Sharon, Will Reid? |  |
| Principal’s report | **Staffing updates**: Specialist subjects- Leigha Clark. Term 3- Leighann Bloomfield to return.**Junior School Council Update**- Students have been conducting assemblies and discussing initiatives in their meetings. Future council meetings will involve a JSC update. We are almost ready for this.**AIP- Goals**. This is posted on our website. Really just matches our strategic plan which is already approved.**Professional learning**- Adele - Numeracy PL Looking at Problem solving in Mathematics.Anna- Change Maker - Academy of teaching.Jayden - Victorian Principal Conference**LSL**- Jayden will be on LSL for the first 5 weeks in term 3 with Anna to replace.**Chess in term 3-** There will be an inter school tournament at some time in term 3 at Alice Miller School.**Reports**- Same format with a focus on data and teaching.**Student numbers**- 57**Plumbing works** - We had approval for our plumbing quote to go ahead.**Pergola** - The shade cloth grant can now be used for a pergola so we have received a quote from Pergolas Plus for a pergola to be put in the front of the main school building.**Bunnings BBQ**- Katie to work out a float with the Fundraising committee. |  |
| Child Safety | Messages about online safety sent out as they arise. This can be difficult for schools to address. |  |
| Policies | The Policy Schedule is in our share drive. Jayden about to do a two month bulk update on some that do not require much consultation. |  |
| Fundraising: | Suggested Targets:Mud kitchenBenchesKitchen suppliesLittle sinksNice plantsChairsTableTiles/sandAre these targets still relevant? Suggestion for a new survey to go out to families and perhaps involving the Junior School Council. To be attached to the newsletter.  |  |
| Christmas Raffle: target has not been decided yet, but Katie says that the proceeds from the Christmas raffle are usually used to cover the costs of the PAC hire for the end of year concert (we didn’t know that last year).We approve the hire of the hall for the end of year concert as a target for the Christmas Raffle. Council approved the purchase of the interactive tv for the P12 room to be taken out of the fundraising budget.**That School Council approve the following fundraising events for the 2022 School year:**Fundraising committee to decide on targets early in the new council.**The following fundraising events have not been approved as targets have not yet been decided:**1. Christmas raffle.
 | Moved: JaydenSeconded: JaquiAcceptedMoved: JaydenSeconded: JaquiAcceptedMoved: Jayden Seconded: AnnaVote: All Accepted |

|  |  |  |
| --- | --- | --- |
| Finance report- Jaqui | **“That School Council accept and endorse the Cash Flow Budget as presented for the 2022 calendar year”****“That School Council accept and endorse the confirmed cash budget for Bolinda Primary School for 2022 (Please note any changes from the draft budget and reasons why).”** | Moved: JaydenSeconded: KylieAcceptedMoved: JaydenSeconded: AnnaVote: All Accepted |
| **Endorsement of reports.**Motion:That School Council move that the presented finance reports be accepted as a true and correct depiction of the Bolinda PS school finances for the months of March and April | Moved: JaydenSeconded: SarahAccepted. |

|  |  |  |
| --- | --- | --- |
| Curriculum Days | Melbourne Cup day - First Aid TrainingData day- Regional Data coach/ EIL End of year.Numeracy in term 3- As part of our AIP.To be moved in the next meeting. | Moved: Seconded: Accepted.  |
| Business arising from the minutes: |  |  |

|  |  |  |
| --- | --- | --- |
| General Business. | 1. Agenda item detail - When adding items to the agenda please add details of what is going to be presented to help with minute taking.
2. Improving communication - Parents have asked for more time given when notifications are sent out for functions such as assembly and sporting. Suggestion of posting more photos so parents can see their children learning or engaged in class activities.
3. Fundraising idea - hot chocolate day & Disco - to be suggested to the fundraising committee at the next meeting.
4. 2023 Enrolment packs are printed and will be distributed to kindergartens in the next week.
5. Building repairs - Repairs should be starting next term.
6. Swimming program- this is later in the year
7. Camp/incursions and excursions- this is in December. Darraweit Guim is organising the camp this year. Council will be receiving information in the next month.
8. Auslan- Resumes Term 3. It is common for Specialist subjects to run for less than a full year. Some schools have 5 specialists and only have 3 at a time.
9. Updating the School website - Staff photos to be updated.
 |  |

|  |  |  |
| --- | --- | --- |
| Correspondence | In: N/A |  |
| Out: N/A |  |

|  |  |  |
| --- | --- | --- |
| Next Meeting |  |  |

|  |  |  |
| --- | --- | --- |
| Close of Meeting: | 7:40 pm |  |

Signed by the Chairperson: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

President or person who presided at the previous meeting to sign once minutes have been approved by school council

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NOTE: RECORDS AND INFORMATION MANAGEMENT

School council minutes, agenda and correspondence are considered permanent records and are to be maintained in the school until such time as they can be transferred to the Public Record Office Victoria.

**Anna Rapetti** <anna.rapetti@education.vic.gov.au>

**To:**

**Angela Cook**

**Thu, 26 May at 08:48**

**Hi Angela,**

**I agree**

**Thanks**

**Anna**

**From: Angela Cook <angscook@yahoo.com>**

**Sent: Wednesday, 25 May 2022 5:10 PM**

**To: kwoods88@hotmail.com; Jaqui Deppeler <jde72100@bigpond.net.au>; Lisa Neagle <lisaneagle@gmail.com>; Mary Hawira <maryhawira@yahoo.com>; Sarah <sarahl.crotty@gmail.com>; Anna Rapetti <Anna.Rapetti@education.vic.gov.au>; Jayden Andrea <Jayden.Andrea@education.vic.gov.au>**

**Subject: Re: Bunnings BBQ**

**Hi everyone**

**Could you please email me your agreement asap so we can sort out the ordering if you haven't already done so.**

**Thanks heaps**

**Angela**

[**Sent from Yahoo Mail on Android**](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgo.onelink.me%2F107872968%3Fpid%3DInProduct%26c%3DGlobal_Internal_YGrowth_AndroidEmailSig__AndroidUsers%26af_wl%3Dym%26af_sub1%3DInternal%26af_sub2%3DGlobal_YGrowth%26af_sub3%3DEmailSignature&data=05%7C01%7CAnna.Rapetti%40education.vic.gov.au%7Cfef2beb1286941c244ca08da3e1d94b1%7Cd96cb3371a8744cfb69b3cec334a4c1f%7C0%7C0%7C637890594019982325%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=pvZvR4X1jXM0I2H%2FQhdIUTX4hC7afprg94zjwDl6nWM%3D&reserved=0)

**On Wed, 25 May 2022 at 1:22 pm, Angela Cook**

**<angscook@yahoo.com> wrote:**

**Thanks, Kylie.**

[**Sent from Yahoo Mail on Android**](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fgo.onelink.me%2F107872968%3Fpid%3DInProduct%26c%3DGlobal_Internal_YGrowth_AndroidEmailSig__AndroidUsers%26af_wl%3Dym%26af_sub1%3DInternal%26af_sub2%3DGlobal_YGrowth%26af_sub3%3DEmailSignature&data=05%7C01%7CAnna.Rapetti%40education.vic.gov.au%7Cfef2beb1286941c244ca08da3e1d94b1%7Cd96cb3371a8744cfb69b3cec334a4c1f%7C0%7C0%7C637890594019982325%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=pvZvR4X1jXM0I2H%2FQhdIUTX4hC7afprg94zjwDl6nWM%3D&reserved=0)

**On Wed, 25 May 2022 at 12:22 pm, Kylie O'Hagan**

**<kwoods88@hotmail.com> wrote:**

**Hello, I am happy with it. Regards Kylie**

**Get** [**Outlook for Android**](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Faka.ms%2FAAb9ysg&data=05%7C01%7CAnna.Rapetti%40education.vic.gov.au%7Cfef2beb1286941c244ca08da3e1d94b1%7Cd96cb3371a8744cfb69b3cec334a4c1f%7C0%7C0%7C637890594019982325%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=81cezXSMrqxfP9VAOp7reotuuvczEsZ9sh0K5Dl4QyI%3D&reserved=0)

**From: Angela Cook <angscook@yahoo.com>**

**Sent: Monday, May 23, 2022 4:29:39 PM**

**To: Jaqui Deppeler <jde72100@bigpond.net.au>; Kylie <kwoods88@hotmail.com>; Lisa Neagle <lisaneagle@gmail.com>; Mary Hawira <maryhawira@yahoo.com>; Sarah <sarahl.crotty@gmail.com>; Anna.Rapetti@education.vic.gov.au <Anna.Rapetti@education.vic.gov.au>; Jayden Andrea <jayden.andrea@education.vic.gov.au>**

**Subject: Bunnings BBQ**

**Hi everyone**

**Trish and I have updated the P&L for the Bunnings BBQ (expenses and revenue). We had, I guess, tentatively approved the bbq at the end of last year with the goal of funding the bus to swimming. Jayden is that still an appropriate target?**

**Now that we have a more accurate costing, we'd like to get SC's approval so Trish can get ordering the food that needs to be ordered ahead of time. Could everyone please take a look at the P&L and email your approval (or let me know if you have any issues with it) as Trish would like to get onto it this week.**

[**Google Docs – create and edit documents online, for free.**](https://aus01.safelinks.protection.outlook.com/?url=https%3A%2F%2Fdocs.google.com%2Fdocument%2Fd%2F1nm67gcSyXT5F8Ndba-6zYj3GX_N11VOy%2Fedit%3Frtpof%3Dtrue&data=05%7C01%7CAnna.Rapetti%40education.vic.gov.au%7Cfef2beb1286941c244ca08da3e1d94b1%7Cd96cb3371a8744cfb69b3cec334a4c1f%7C0%7C0%7C637890594019982325%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C3000%7C%7C%7C&sdata=M%2FAGMS7ZMzV6tTF4VbuxsPS3i%2F2YfJOWJhMtu3If4HU%3D&reserved=0)

|  |  |  |  |
| --- | --- | --- | --- |
|

|  |  |  |
| --- | --- | --- |
|

|  |  |
| --- | --- |
|  | Google Docs – create and edit documents online, for free.**Create a new document and edit with others at the same time – from your computer, phone or tablet. Get stuff don...** |

 |

 |

**Thanks heaps.**

**Angela**

**Mary Hawira** <maryhawira@yahoo.com>

**To:**

**Angela Cook**

**Wed, 25 May at 22:11**

**Looks good to me**

****

**lisaneagle@gmail.com** <lisaneagle@gmail.com>

**To:**

**Angela Cook**

**Wed, 25 May at 18:17**

**Agree 👍🏼**

****

**Sarah Crotty** <sarahl.crotty@gmail.com>

**To:**

**Angela Cook**

**Wed, 25 May at 11:36**

**Hi Angela,**

**Happy for you to go ahead and purchase the supplies for the BBQ.**

**Kind regards,**

**Sarah**