



## SCHOOL COUNCIL MEETING MINUTES 2 MAY 2017

### 1. PRESENT

**DET:** Marg, Ivana, Toby

**Non DET:** Monique, Gabrielle, Sarah, Geoff, Jeremy

**Apologies:** Tim

**Minutes:** Mary

**Chaired by:** Gabrielle

**Meeting commenced:** 7.07pm

### 2. MINUTES OF PREVIOUS MEETING

**Motion:** That the previous Minutes of Meeting 21 March 2017 be accepted

**Moved:** Gabrielle

**Seconded:** Jeremy

### 3. BUSINESS ARISING FROM PREVIOUS MEETING

Policy Sub Committee to investigate Policy around advertising	Marg	completed
Marg to check leave policy for OSHC Staff	Marg	completed
Forward copy of 2017 Budget Spreadsheet to School Council	Mary	completed
Jeremy to assist OSHC with 2017 program planning budget	Jeremy	completed
BSPC develops an indigenous planting and sustainability policy to establish an ongoing position within and immediately surrounding the school grounds, to ensure we replace trees and habitat in the event that we are removing any trees and habitat.	Geoff	(refer section 7.3.1) completed
Principal provides School Council with a staff workforce plan	Trevor/Marg	completed

**4. General Business- Call for items to add to general business**

**5. CORRESPONDENCE**

**In:**

**Out:**

**6. GENERAL BUSINESS ARISING FROM CORRESPONDENCE**

**Action:**

**7. REPORTS**

**7.1 Principal's Report: Verbal Report Given**

**Action:** Marg to check with Brett regarding land ownership of the school grounds and to follow up on whether the Department is in the process of dealing with Moreland City Council regarding transfer of land ownership.

**Action:** If there is no plan in action Geoff to draft a letter to the Department and Moreland City Council.

**7.1.1 Recommendation**

1. School Council approval to have a reporting to parent day 28<sup>th</sup> June-Pupil free day

**Moved: Marg**

**Seconded: Geoff**

2. School Council to approve Annual Report.

**Moved: Marg**

**Seconded: Gabrielle**

**Action:** Sub Committee Convenors to write a brief explanation for the newsletter explaining what the committee does and a call out for members by Thursday 11 May.

**7.2 Finance Sub-Committee Report:**

**7.2.1 Motion** That School Council endorse Cash Receipts March 2017

High Yield ..... \$ 10,702.49

Official ..... \$ 50,708.24

Building Fund ..... \$ 0.00

Library Fund ..... \$ 0.00

Term Deposit ..... \$ 0.00

**TOTAL ..... \$61,410.73**

**Moved: Jeremy**

**Seconded: Sarah**

**7.2.2 Motion:** That School Council ratify Cash Payments March 2017

Official \$ 104,736.35

**Moved: Jeremy**

**Seconded: Monique**



**7.5 Community Partnerships Sub-Committee:** Verbal Report given

**7.5.1 Recommendation**

1. Seeking school council approval to set up volunteer registry by collecting data through a parent survey.

**Approved**

**7.6 Policy Sub-Committee Report:**

**7.6.1 Recommendation**

1. Advertising and Sponsorship Policy circulated to School Council for comment
2. Attendance Policy to be circulated to the community

**Action:** Marg to circulate Attendance Policy and Advertising and Sponsorship Policy to school community.

**Moved:**

**Seconded:**

**8. GENERAL BUSINESS**

1. Mary advised that she contacted Monique and she has accepted the role of OSHC Convenor
2. Italian Trip-Ivana advised that she is currently planning a trip to Italy in September 2018. There is a parent information night on Thursday 11 May
3. Department website-BSPS is now on the Departments Website as a bilingual school

**Meeting closed : 8.57pm**

**Next Meeting: June 6 2017**

**Actions;**

Resolved to write guidelines not a policy regarding indigenous planting and sustainability around the school grounds	<b>Geoff</b>
Marg to check with Brett regarding land ownership of the school grounds and to follow up on whether the Department is in the process of dealing with Moreland City Council regarding transfer of land ownership.	<b>Marg</b>
Sub Committee Convenors to write a brief explanation for the newsletter explaining what the committee does and a call out for members by Thursday 11 May.	<b>Convenors</b>
Attendance Policy and Advertising and Sponsorship Policy to be circulated to the community	<b>Marg</b>