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| **School Council – Minutes** |

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| **Meeting Date: Tuesday 16th December 2014 Meeting Opened:** | | | | | | | | |
| **Present:**  Kerri-Ann Harris, Kate Hammond, Andrew Thompson, Dave Sanders, Tracy Gooden, Sharon Bassett.  Rachel Whittaker  **Apologies:** Tracy Gooden, Dave sanders | | | | | | | | |
| **PREVIOUS MEETING** | | | | | | | | |
| Motion: ***That the Minutes of the November meeting as distributed, are a true and accurate record of that Meeting.***  Moved: Sharron 2nd: Carried Rachel | | | | | | | | |
| **Business Arising** | **Discussion** | | | | | | | **Action / By Whom** |
|  |  | | | | | | |  |
| **Correspondence – IN** | | | | | | | | |
| DEECD Mail School Update  DEECD Mail School Update  DEECD Mail School Update  DEECD Mail School Update | | | | November 25th 2014  November 18th 2014  December 2nd 2014  December 9th 2014 | | | | |
| **Correspondence – OUT** | | | | | | | | |
| Active After School  Active After School | | | | Program feedback Form  Program Aquittal | | | | |
| Motion: ***That all Correspondence be accepted.***  Moved: Rachel 2nd: Carried Kate | | | | | | | | |
| **TREASURER’S REPORT**  **November 2014** | | | | | | | | |
| Motion: ***That the Fortnightly Salary credit reports are monitored and status reported to School Council.***  Moved: Rachel 2nd: Carried Sharron Bassett | | | | | | | | |
| **Bank Balances- as at 30/11/2014**  Official Account: **$2,971.26**  HYIA: **$23,363.89**  MARC Van: **$25,784.92**  Investment Account **$50,000.00**  S.R.P. Pay Period 29/11/2014: **$65,290.00 surplus** | | | | | | **Transfer of Funds:**  High Yield to Official  05/11/14 **$4,000.00**  19/11/14 **$6,000.00** | | |
| **Approval for cheques, EFT transfers re Creditor Payments and Payroll to be passed for payment as tabled for month of November:**  Cheques numbered: **7469 - $650.00 Float**  Creditor Direct Debits: **$6,939.93**  Payroll Direct Debit: **$3,287.98**  Bank charges: **$24.33**  Purchase card Payments **$**Please refer Nov minutes  Amount of: **$10902.24** | | | | | |
| **Purchase Card- Card Holder Activity Reports**  Kerri-Ann Harris October: $0.00  Kate Hammond: October: $404.72  Megan Ryan: October: $93.60  Marilyn Kindred: October: $374.50  Robyn Jones October: $287.95  TOTAL **$1160.77**  This amount is direct debited from the Official Account on the 1st of each month The above purchase cards were paid in October however were not actually due till November. | | | | | | | | |
| Motion: ***That School Council approves the above cheques, payments and purchase card transactions for the month***  ***of November.***  Moved: Kate Hammond 2nd: Andrew Thompson Carried | | | | | | | | |
| **Financial Business** | | | | | | | | |
| **1. Purchase Card** | | Kerri Ann has received her Purchase Card | | | | | | |
| **2. Commbiz** | | Kerri Ann has received Netlock Device and Token | | | | | | |
| **3. I Pads** | | IPads have been purchased for in readiness for the 2015 school year | | | | | | |
| **4. MARC Van** | | The new MARC Van has been purchased. Funds for this were through the MARC Van program (DEECD provided) and a DEECD Special Grant. | | | | | | |
| Motion: ***That School Council approves the above Financial Business for the month of November.***  Moved: Rachel Whittaker 2nd: Carried Andrew Thompson | | | | | | | | |
| **REPORTS** | | | | | | | | |
| **PRINCIPAL’S REPORT: (Kerri Ann)**   1. **Student Numbers 2015**   It looks like we will commence the 2015 school year with 17 students. This number will put us in one of the less desirable financial brackets. Funding will be rather sparse in 2015  **2**. **Rural Schools Cluster**  -Very positive meeting this month with the Rural School Principals committing to strengthening our partnership and working together to ensure the success of rural schools.  - Cluster sporting days have been set as have pupil free days and cluster meetings  **3. Transition**  - December 9th was ‘State Wide Transition Day’ we had a student attend a very successful day at the Stawell Secondary College as well as our new student attend a very successful day with us.  **3. Professional Learning and PLT/PLC’s**  Stawell and District School Schools Meeting  - Professional Learning 2015, Restorative Practices (Pupil Free Day, date to be set, first term)  - Pupil Free Days 2015, Jan 28th (first day DEECD), Term 1 Restorative Practices PD date to be set, June 5th Report Writing Day, August 14th Combined P-12 Curriculum Day  -PLC Small Schools – Monthly in 2015 with the Principal group meeting fortnightly  **4. Student Reports**  -Reports are currently being compiled  -Reports will contain, *What student has achieved and Areas for further improvement*, summary statements for Music, Chinese, MARC Van  - Reports will be distributed on Wednesday December 17th  **5. School Review**  I will prepare all the information that you will require ready for the first meeting of Council in February of 2015.  The step however are as follows:   1. Self-evaluation 2. VRQA registration requirements 3. Engagement of a Reviewer 4. Establishment of a review team 5. Meetings with reviewer and team 6. Findings to School Council 7. Writing of the Strategic Plan | | | | | | | | |
| Motion: ***That the Principal’s Report as tabled be accepted.***  Moved: Rachel Whittaker 2nd Kate Hammond Carried | | | | | | | | |
| **FUNRAISING COMMITTEE REPORT:**  **1.– Woodchip Drive**  Thank you to Andrew for all his work on Election Day  **2. - Cake Stall/Sausage Sizzle**  The sausage sizzle/cake stall was very successful raising $564.00 Thankyou to all who assisted  **3.- Race Day**  Update  We have had some families offer assistance on the day, would be great to have some more. | | | | | | | | |
| Motion: ***That the Fundraising Committee Report as tabled be accepted.***  Moved: Andrew Thompson 2nd: Sharron bassett Carried | | | | | | | | |
| **BUILDINGS AND GROUNDS REPORT: (Andrew and Dave)**  **1. Dying Tree in Schoolyard**  -tree was removed by David, thank you  **2. Front Garden**  - Water system needs looking at  **Action: Al Stephens to follow up**  -Committee to follow up  **3. Chicken Coop**  -crows stealing eggs and chook food  -we have netting – need to put over the top  -need a couple of star posts to support catching fence  -need to clean nesting boxes – straw donation?  **Action:**  Bassett family fox proofed coop  Nesting boxes cleaned by students  **4. Septic Tanks**  -have not been done yet  **Action:**   * Andrew to follow up | | | | | | | | |
| **Tasks to be completed:** | | | | | **OH&S Issue** | | **Action/By Whom** | |
| Vent/grate Art room | | | | |  | | Andrew | |
| Oiling of wood structures | | | | |  | | Rachel to do in holidays | |
| Removal of branch near power/phone line (front path) | | | | |  | | Done by Bassett family | |
| Spray area around Herb garden | | | | |  | | Mulch has been used instead | |
| Clean and tidy shed | | | | |  | | Rachel to do on 19th or during holidays | |
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| **GENERAL BUSINESS** | | | | | | | | |
| **2. SCHOOL REVIEW**  - To be follow up in 2015  **Annual Implementation Plan**   * Draft Annual Implementation Plan presented to staff for approval   Motion – That council approve the draft Annual Implementation Plan for 2015  Moved: Kerri-Ann  Seconded: Kate  Draft 2015 Budget  Motion – That council approve the draft Budget for 2015  Moved: Kerri-Ann  Seconded: Sharon  **Upcoming Meetings 2015: Great Western Primary School – 7.00pm**    **Term 1 – 2015**  **9. Tues 17th Febuaury** | | | | | | | | |
| **Meeting closed: 6:55 pm** | | | | | | | | |
| **Signatures:**  **Kerri-Ann Harris – Acting Principal** | | | **Andrew Thompson - President** | | | | | |