



Wales Street Primary School
School Council Meeting Agenda – March 25
2015

Meeting No: 2 **Time: 7.00pm** **Duration: 1 hour** **Location: Staff room** **Minute taker: Trevor** **Time keeper: Chair**

Meeting Objective: To provide governance to the school and advice/recommendations to the principal, as the employer’s representative, about matters related to the long term planning and operation of the school
Present: Phillip Papastamatopoulos , Geoff O’Connor, Lucy Thornton, Adam Chapman, Susan Rennie, Frances Coppolillo, Maurizio Tagliano, Jason Sergi, Trevor Robinson, Christian Woodcock, Gabriel Darlington
In attendance: Maria Nord
Apologies: Jenny Deeble, Maria Romnios, Scott Hamilton **Chair:** Phillip Papastamatopoulos

No	Item	ACTION
1.	<p><i>The first Business of the meeting will be to elect Office Bearers for 2015. The principal will take the Chair.</i></p> <p>Welcome. Introduction of new Councillors</p> <p>Election of Office Bearers:</p> <p>a) President – Phil Papas</p> <p>Once the president has been elected the principal will relinquish the chair</p> <p>b) Deputy President – Lucy Thornton</p> <p>c) Treasurer – Susan Rennie</p> <p>d) Secretary – Adam Chapman</p> <p>Comments New President /Principal re Role of Council & sub-committees for 2015</p> <p>Facilities: Trevor, Policy and Strategic Planning: Jason, Gab, Adam Finance: Phil, Susan, Francis FASE: Lucy, Maurizio</p>	<p>Adam.chapman@health.vic.gov.au</p> <p>Trevor will ask Gerry Robinson to present “Risk” management to SC and sub committees. Date to be announced.</p>
2.	<p>Business arising from the Minutes</p> <p>Communication Policy School council members have two weeks to respond to Jenny in regards to the communication policy. School council in principle supports the communication policy.</p> <p>School holiday program School holiday program Council to read and give feedback. Christian to investigate other providers. – Leap Kids, operates through Preston South.</p>	<p>Family working group to survey monkey the community about a school holiday program.</p>

	<p>Cleaning Contract Christian review our expectations and specs for the cleaning contract and seek quotes. Christian will investigate other providers. Check the status of the current contract.</p> <p>Family Skills List Jenny to talk to Sam about setting up survey monkey</p>	<p>Quotes and compare quotes</p> <p>Contracts v Sub Contract</p> <p>Staff shared and made available to conveners via a USB</p>
<p>3.</p>	<p>Reports: (AGM)</p> <p>i. Principal's report (Christian) – Annual Report ii. Policy & Strategic Planning (Jenny) Motion: To ratify in principal in Communication Policy Moved : Susan Seconded: Jason All in favour: 9 Against: 0 1 abstain CARRIED: 9-0</p> <p>iii. Facilities (Trevor) - No minutes provided iv. Events & Fundraising (Maria & Mel) v. School Aged Care (Christian) vi.</p> <p>Motion: Nicholas Hessemkamp be put on central payroll Moved: Phil Seconded: Susan All in favour: 9 Against: 0 CARRIED: 9-0</p> <p>Motion: Subcommittee minutes be approved</p> <p>Moved: Lucy Seconded: Maurizio All in favour :9 Against 0 CARRIED: 9-0</p>	<p>Personal thank you to the fete committee from Christian.</p> <p>Induction to standing orders</p>
<p>4.</p>	<p>Financial - reports to date. (Maria)</p> <p>A report of the Finance & Governance meeting and the financial reports were provided to all councillors. The treasurer presented the financial statements for February 2015.</p> <p>Investment Policy be ratified Moved: Christian Seconded: Phil All in favour :9 Against 0 CARRIED: 9-0</p> <p>Motion: That financial reports be accepted and all receipts and payments be ratified for the months of February 2015</p> <p>Moved: Maurizio Seconded: Jason All in favour :9 Against 0 CARRIED: 9-0</p>	<p>Training on school finances.</p>
<p>7.</p>	<p>Other business</p> <ul style="list-style-type: none"> • JSC – process or gender equity • LOTE – M.O.U 	<p>Gender equity within the school. Christian to research into gender</p>

	<ul style="list-style-type: none"> • Family Partnership working group - deferred • Publishing minutes from School Council – strategy • Maria Romnios • Communications Policy • Instrumental Music - deferred 	<p>equity policies within the DET.</p> <p>MOU No more funding for current LOTE program.</p>	
8.	<p>Correspondence</p> <ul style="list-style-type: none"> • Correspondence folder as distributed <p>None presented</p>		
9.	<p>SAC</p> <p>Motion: Extra staff and needed to fill a vacancy in SAC</p> <p>Moved: Seconded: All in favour :9 Against 0 CARRIED: 9-0</p>		
9.	<p>Next Meeting: 29 April 2015</p>		
10.	<p>Meeting Closed:</p>		
<ul style="list-style-type: none"> • Building relationships • Doing what we say we are going to • Being active listeners 	<ul style="list-style-type: none"> • Being open minded to change • Being considerate of others • Nurturing a positive environment 	<ul style="list-style-type: none"> • Setting goals • Being flexible • Sharing ideas and information 	<ul style="list-style-type: none"> • Being enthusiastic • Being organised • Reflecting on what we do

