



**Wales Street Primary School**  
**School Council Meeting Agenda – November 25**  
**2015**

**Meeting No:** 10    **Time:** 7.00pm-7.30pm    **Duration:** 30 Minutes    **Location:** Northern Git Restaurant    **Minute taker:** Adam    **Time keeper:** Phillip

**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 , Lucy Thornton, Susan Rennie, Frances Coppolillo, Maurizio Tagliano, Jason Sergi, Adam Chapman.

**In attendance:** Maria Nord.

**Apologies:** Robyn Jones, Gabrielle Darlington, Geoff O'Connor, Christian Woodcock    **Chair:** Phillip Papastamatopoulos

No	Item	ACTION
1.	<b>Minutes of the last meeting</b> 28 November 2015 Moved: Jason; 2 <sup>nd</sup> : Lucy; Accepted: All	
2.	<b>Business arising from the Minutes</b>  Split lunchtime will be trialled in 2016 however no time frame was able to be provided at this point. SC agreed that this should be trialled as early as possible in the new year. SC requested on Email update on welfare program credentialing by Christian within next week	SC requested an email update in the next week from Christian on welfare program staff credentialing
3.	<b>Reports:</b> <ul style="list-style-type: none"> <li>i. Principal's report (Christian) <ul style="list-style-type: none"> <li>After care – review completed; now awaiting grading.</li> <li>LOTE Update – data from school community survey regarding language classes out of hours to be analysed.</li> </ul> </li> <li>ii. Policy &amp; Strategic Planning (Jason) <ul style="list-style-type: none"> <li>Maths policy to be sent out for ratification by Jason.</li> </ul> </li> <li>iii. Facilities (Christian) <ul style="list-style-type: none"> <li>No update.</li> </ul> </li> <li>iv. Events &amp; Fundraising (Lucy) <ul style="list-style-type: none"> <li>Lucy advised that the Xmas stall fund raised approx. \$3K (tbc)</li> </ul> </li> <li>v. School Aged Care (Christian)</li> </ul>	Jason to send out Maths policy for ratification.

	No update	
4.	<p><b>Financial</b> - reports to date. (Maria)</p> <p>No meeting since last SC.</p> <ul style="list-style-type: none"> <li>• Maria advised that the Dept Ed has sought payback of existing debt commitments (\$55K) and the additional funds incorrectly allocated to WSPC earlier in 2015 (\$85K)</li> <li>• Per previous SC meetings, SC noted that \$85K had been placed in a term deposit with these funds to mature on Feb 7. SC re-noted previous correspondence from WSPS to Dept Ed regarding this.</li> <li>• SC recommended that WSPC pay Dept Ed the \$55K as agreed, and pay the \$85K upon maturation of the term deposit.</li> <li>• SC acknowledged that the Dept Ed may reduce their first term payment 2016 to WSPC by the same amount (\$85K).</li> <li>• SC suggested that the minutes from this meeting could be used to support correspondence from WSPC to the Dept Ed regarding the SC's consideration and recommendations on this matter.</li> </ul>	
5.	<p>Draft Budget (Maria)</p> <ul style="list-style-type: none"> <li>• SC agreed to review the draft budget at their February meeting.</li> <li>• SC agreed that FASE items should be clearly split out and separately identified in future budgets.</li> <li>• SC noted CRT funding impacts upon SC budget discussions, and that clarity on this impact would be valuable.</li> <li>• Budget ratified based on this.</li> </ul>	SC requested 30 mins discussion on draft budget at 1st SC mtg 2016.
6.	<p>Split Lunchtime – (council)</p> <p>See business arising.</p>	
7.	<p>Signing of the Holiday Care Contract (Phillip &amp; Christian)</p> <p>SC noted and agreed with the intention to commence a trial with Leap Kids to provide school holiday care at WSPS from Term 1 holidays 2016 to end 2016-17 summer holidays.</p> <p>Moved: Susan; 2<sup>nd</sup>: Maurizio; Accepted: All</p>	
8.	<p>FASE governance</p> <p>Lucy advised that the members of the FASE wished to express their strong disappointment that no funds remain of the \$100K fundraised p.a. in 2014 &amp; 2015.</p> <p>FASE concerns centred on a lack of communication and transparency over where expenditure of funds raised were allocated, and lack of involvement of FASE members in these discussions. It was noted that there is a risk to ongoing fund raising activities at WSPS in the absence of these issues being resolved.</p>	Governance and communication around funds raised to be a standing item on the SC and finance committee agendas in 2016.

	<p>SC agreed that:</p> <ul style="list-style-type: none"> <li>• This issue should be a standing item on the SC and finance committee agendas in 2016</li> <li>• That clear guidelines/policy be developed by February around these issues, including a clear line item in the budget for funds raised.</li> <li>• That consideration be given to establishing a separate bank account for funds raised</li> </ul> <p>SC noted and concurred with FASE that a meeting between Christian and FASE to understand and acknowledge issues, and discuss development of improved processes, would be important.</p>			
10.	<b>Other business</b>			
11.	<b>Correspondence</b>			
12.	<b>Next Meeting:</b> Feb 2016 (TBC)			
13.	<b>Meeting Closed:</b> 7.42 pm			
<ul style="list-style-type: none"> <li>• Building relationships</li> <li>• Doing what we say we are going to</li> <li>• Being active listeners</li> </ul>	<ul style="list-style-type: none"> <li>• Being open minded to change</li> <li>• Being considerate of others</li> <li>• Nurturing a positive environment</li> </ul>	<ul style="list-style-type: none"> <li>• Setting goals</li> <li>• Being flexible</li> <li>• Sharing ideas and information</li> </ul>	<ul style="list-style-type: none"> <li>• Being enthusiastic</li> <li>• Being organised</li> <li>• Reflecting on what we do</li> </ul>	

