

## B.E.P.S. SCHOOL COUNCIL

### MINUTES

Meeting held on 25 February, 2014 at 7.00 pm

PRESENT: Paula Thomson, Michael Hole, Kirsty Argyle, Himadri Potter, Jacinta Parsons, Rob Rodger, Janet Di Pilla, Jill Howells, Linda Dimos


APOLOGIES: Cameron Miller, Bec Hannan

ITEM	DETAILS	MOTIONS
1. Opening the Meeting	Paula Thomson to Chair	
2. Welcome & Introductions	Welcome. Meeting opened 7.03pm	
3. Minutes of the Previous Meeting	<p>Minutes of the meeting held 26 November, 2013 were distributed previously in the form of actions and resolutions from the previous meeting.</p> <p><b>Amendment:</b> Item 5 – Update on Prep veranda. Make appropriate alteration for item to read ‘Plans for the prep veranda were tabled’. Plans to be attached to the minutes for file.</p>	<p><b>Motion:</b> “That the Minutes of the meeting held on 26 November, 2013 at 7.00pm be confirmed.”</p> <p><b>Moved:</b> Rob Rodger <b>Seconded:</b> Jill Howells</p> <p><b>Outcome:</b> Motion Carried</p>
4. Business Arising from Previous Minutes	<p><b>Update on the Prep veranda.</b></p> <p>✦ Plans for the Prep veranda were tabled on behalf of Greg Carden for the project at the last SC meeting. The project will require an engineer’s report. Where are we up to?</p> <p>The Prep veranda remained on the agenda for this meeting. Questions were raised as to whether this continues to be our priority. \$27 000 is allocated to this project. We need to decide if we would like to continue this.</p> <p>Discussion points raised included:</p> <ul style="list-style-type: none"> <li>- Whether current staff remained interested in this project</li> <li>- Seeking parental support and advice as there are many parents with skills to assist</li> </ul> <p><b>Action</b></p> <p>✦ Janet to commence the management of the project and follow up on the engineers report</p>	
5. Review of Action Register	<p><b>Cultivating Communities</b></p> <p>✦ E &amp; S committee posters about the Gardening program, its operation and aims have been displayed around the school. Preps do not attend the Cultivating Communities gardening program. 123 students receive one session a</p>	

	<p>fortnight. 456 receive a term of engaging in a sustainability unit.</p> <ul style="list-style-type: none"> <li>- This provides more contact time with the kitchen garden.</li> <li>- There is parental and volunteer support for Margaret</li> <li>- Provides more rigour for the Cultivating Community classes</li> <li>- BEPS has signed up for Cultivating Communities for the 2014 school year</li> </ul> <p><b>Solar power grant</b></p> <ul style="list-style-type: none"> <li>✚ Monies not located for Solar Power Grant at present. Continuing to search.</li> </ul> <p><b>Facilities and OHS</b></p> <ul style="list-style-type: none"> <li>✚ BEPS has changed globes to low energy globes</li> <li>✚ A facilities meeting has been set up in relation to the Nicholson St fence, tower and lightning rod</li> <li>✚ The air conditioning and servicing may be impacted by this meeting due to difficulty accessing the system for servicing</li> <li>✚ Smoke alarms. If they are up, they must be in working order, but some are not necessary because we have other smoke alarms in place.</li> </ul> <p><b>Actions</b></p> <ul style="list-style-type: none"> <li>✚ Janet to offer more information to the community re Cultivating communities</li> <li>✚ Janet to ask Maria re Solar Power Grant and the location of the funds</li> <li>✚ Janet to report back to School Council about facilities meeting</li> </ul>	
6. Essential Business	✚ School Council Dates, 2014	<p><b>Motion:</b> "That the proposed School Council and subcommittee meeting schedule be ratified by school council with an option for amendments to meeting days when new council and subcommittee membership is formed"</p> <p><b>Moved:</b> Himadri Potter <b>Seconded:</b> Michael Hole</p> <p><b>Outcome:</b> Motion Carried</p>
7. Correspondence	<p>December/January/February correspondence to be discussed and received/endorsed</p> <p><b>In coming</b></p> <ul style="list-style-type: none"> <li>• S049-2014 Clarification regarding the provision of Special Religious Instruction in Victorian Government schools</li> </ul>	<p><b>Motion:</b> "That the inwards correspondence is received and the outwards correspondence endorsed."</p> <p><b>Moved:</b> Kirsty Argyle <b>Seconded:</b> Himadri Potter</p>

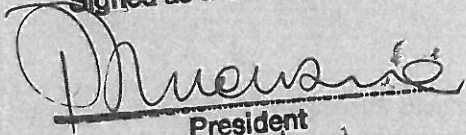
	<ul style="list-style-type: none"> <li>• <b>S029-2014 Reminder to schools to remove all BER billboard signage</b></li> <li>• Erin Boyd – After school care</li> <li>• Cath Smith – resignation from School Council</li> </ul> <p><b>Action</b></p> <ul style="list-style-type: none"> <li>✦ Rena to respond to After Care questions</li> </ul> <p><b>Action</b></p> <p>New Council to organise a thank you to Cath Smith and outgoing council members once elected</p> <p><b>Outgoing</b></p>	<p><b>Outcome:</b> Motion Carried</p>
<p>8. Principal's Report:</p>	<ul style="list-style-type: none"> <li>✦ Number of students in each learning area 2014. <ul style="list-style-type: none"> <li>- Prep; 60</li> <li>- 1; 61</li> <li>- 2; 87</li> <li>- 3; 67</li> <li>- 4; 67</li> <li>- 5; 36</li> <li>- 6; 34</li> </ul> </li> </ul> <p style="margin-left: 100px;">} 215</p> <p style="margin-left: 100px;">} 137</p> <p>Total 412</p> <ul style="list-style-type: none"> <li>✦ Number of <del>anticipated</del> students in each learning area 2013. <ul style="list-style-type: none"> <li>- Prep; 64</li> <li>- 1; 90</li> <li>- 2; 70</li> <li>- 3; 72</li> <li>- 4; 34</li> <li>- 5; 33</li> <li>- 6; 37</li> </ul> </li> </ul> <p style="margin-left: 100px;">} 232</p> <p style="margin-left: 100px;">} 104</p> <p>Total 400</p> <p>We are up by 12 students from last year and 18 less than the anticipated number. Exit interviews are organised for students leaving.</p> <ul style="list-style-type: none"> <li>✦ Staffing situation for 2014 (so far)</li> </ul> <p>A drop of 18 students is about \$120 000. Janet will continue to monitor the 2014 finances.</p> <p>Chiara Vaiani Minchinton has been employed for 456  Kristy Opray 0.4 (Literacy Support and staff release)  Peter Hocking 1.0 (PE)</p> <p>Leigh Collins – Moved to Thornbury  Linda Weste – Resigned</p> <p>2014  2 x Leading Teachers</p> <p>All contract positions last year were opened up and staff reapplied. Some staff were placed on an ongoing contract. Some staff have remained on one year contracts – this is due to 2 staff being on family leave and 1 member on sick leave.</p>	<p><b>Motion:</b>  "That the Principal's report be received."</p> <p><b>Moved:</b> Jacinta Parsons  <b>Seconded:</b> Kirsty Argyle</p> <p><b>Outcome:</b> Motion Carried</p>

	<ul style="list-style-type: none"> <li>✦ Bastow leadership course 26 &amp; 27 November 2013 and ongoing in 2014. Suzanne and Katie C have an interest in Literacy. They have commenced a Leadership course for Literacy.</li> <li>Coaching in maths has commenced.</li> <li>There will be a survey monkey coming out around the transition of students moving in, out and around the school (K-P, P-1, 3-4, 6-7)</li> <li>✦ Development of School Improvement Team (SIT). New SIT has been developed</li> <li>✦ School Council elections. 6 community members nominated for 3 positions. This now requires a vote. Thank you to all the parents who nominated.</li> </ul> <p><b>ACTION:</b> Janet to recheck the 2013 and 2014 student figures and email these out to the School Council members.</p>	
<p>9. Financial Report:</p>	<p><b>Commonwealth Bank update</b></p> <ul style="list-style-type: none"> <li>✦ Minutes 11 February, 2014</li> </ul> <p>Minutes of Finance presented. Good correlation between figures for the most part.</p> <p>Fundraising – We work on an accrual system. As funds come in, it looks like a debit rather than a credit. Some line items were going over budget regularly. There is no treasurer for the Finance meeting at the moment, but when we get a treasurer they can drive these questions.</p> <p>Finance request for Bonza Bingo Bongo. Request for release of funds to be able to put the event on. Getting to know you event for new families and social event.</p> <ul style="list-style-type: none"> <li>✦ New Bank Accounts with Bank MECU – with CBA we receive 0.25% on a monthly balance. BankMECU 3.55% on a daily basis. BankMECU charge no fees.</li> <li>✦ Question about the Friday Market money and whether the 2013 money has been carried over. This money has carried over to 2014. It is available for use by Learning Communities.</li> <li>✦ Discussion about 2014 proposed budget and when, how it is distributed to School Council so that it can be perused with sufficient time. Also, discussion about accessing some PL on finances</li> </ul>	<p><b>Motion:</b> “That the February 11, 2014 Finance committee minutes and the recommendations therein are received and carried”</p> <p><b>Moved:</b> Jill Howells <b>Seconded:</b> Rob Rodger</p> <p><b>Outcome:</b> Motion Carried</p>

	for School Council.  <b>ACTION:</b> Janet to investigate options for Financial PL for incoming School Council	
10. Other Reports: <ul style="list-style-type: none"> <li>⚡ President</li> <li>⚡ Education</li> <li>⚡ Environment &amp; Sustainability</li> <li>⚡ Community Building</li> <li>⚡ Buildings and Grounds</li> <li>⚡ OSHC</li> <li>⚡ Junior School Council</li> </ul>	<p>Reports to be tabled at next School Council</p> <p><b>President</b> – Cameron Miller - None</p> <p><b>Education</b> – <del>Jill Howells</del> – Have not met <b>Action</b> ⚡</p> <p><b>Environment &amp; Sustainability</b> – <del>Sarah Boyle</del> – Have not met <b>Action</b></p> <p>⚡ <b>Community Building</b> – <del>Michael Hole</del> Minutes attached. Friday Markets start this week. There will be one Friday Market per year run by staff and students. The money that has been raised by icy pole Friday is being used for Leadership training for students. <b>Action</b></p> <p>⚡ <b>Buildings and Grounds</b> – <del>Zoe Austin Crowe and Andrew Tauber</del> – Have not met <b>Action</b> ⚡</p> <p>⚡ <b>OSHC</b> – <del>Ranita Swamy</del> – Have not met ⚡</p> <p>⚡ <b>Junior School Council</b> – <del>Jennaya Smith</del> – Have not met ⚡ </p>	<p><b>Motion:</b> "That SC ratifies all the committee reports presented."</p> <p><b>Moved:</b> Jacinta Parsons <b>Seconded:</b> Michael Hole</p> <p><b>Outcome:</b> Motion Carried</p>
11. General Business:	Pupil Free day – New SIT has been formed. Proposed date for School Council information for a Curriculum Day June 12 however this will be confirmed.	
12. Closure of Meeting  Or extension of time Standing Orders: Maximum 2 x 15 minute extensions.	Meeting closed at: 9.05pm  <b>Next Meeting:</b> Tuesday March 25 <sup>th</sup> , 2014	
13. Next Meeting dates	Education- March 12 @ 6pm  Environment and Sustainability- March 11 @ 4pm  Finance- March 11 @ 8am  Community Building – March 6 @ 7pm	

	Buildings and Grounds – March 11 @ 7pm
	OSHC- March 3 @ 6pm
	School Council- March 25 @ 7pm

Signed as a Correct Record



President

25/3/14