

B.E.P.S. SCHOOL COUNCIL

MINUTES

Meeting held on 23 July 2013 at 7.00 pm

PRESENT: Cameron Miller, Paula Thomson, Cath Smith, Kirsty Argyle, Rob Roger, Jacinta Parsons, Rebecca Hannan, Linda Dimos

APOLOGIES: Himadri Potter, Michael Hole, Jill Howells

<u>ITEM</u>	<u>DETAILS</u>	<u>MOTIONS</u>
1. Opening the Meeting	Cameron opened the meeting.	
2. Welcome & Introductions	Welcome and introduction of Mel Fulton (Radio Room), followed by Tony Hilton (DEECD Technical Leadership Coach)	
3. Apologies:	Himadri Potter, Michael Hole, Jill Howells	
4. Minutes of the Previous Meeting:	<p>Minutes of the meeting held May 28, 2013 were distributed previously in the form of actions and resolutions from the previous meeting.</p> <p>Double up of action relating to setting up a web meeting with Dani, Linda, Jill, Rob to be removed from minutes.</p>	<p>Motion: "That the Minutes of the meeting held on 28 May, 2013 at 7.00pm be confirmed."</p> <p>Moved: Paula Thomson Seconded: Jacinta Parsons Outcome: Motion Carried</p>
5. Business Arising from Previous Minutes:	<ul style="list-style-type: none"> • <u>Mel – Radio Room Proposal</u> <p>Mel discussed the Radio Room proposal and the educational and social benefits of this. She brought forward the requirements of what would be required to make it functional. Equipment such as a panel, telephone line, new door, music and headsets. The benefit of purchasing better equipment is to increase the life span of the resources. Mel talked about the logistics of rolling out the radio room and commencing with a smaller group of 123s and some of the students who worked on this project last year. Mel continued to discuss the educational and social outcomes of the project further in the following way:</p> <ul style="list-style-type: none"> -<u>The importance of language and communication</u> -<u>Diversity</u> – celebrating unique perspectives and ideas -<u>Creativity</u> – creatively managing ideas and exploring problems -<u>Community and self</u> – rights and responsibilities as an individual and member of a wider community <p>The proposal sought \$4700 from 2012 carry over fundraising money. The school council put forward and accepted a motion for monies to be allocated to the radio room of \$3000</p> <p>Action: Linda to discuss with Finance re budget line and coding for access to \$3000 and notify Mel</p>	<p>Motion: "In principle, the School Council allocates \$3000.00 to the Radio Room to come from 2012 carry over fundraising money and ongoing maintenance funded via RRR BBQ monies"</p> <p>Moved: Paula Thomson Seconded: Cath Smith Outcome: Motion Carried</p>

B.E.P.S. SCHOOL COUNCIL

	<ul style="list-style-type: none"> • <u>Tony Hilton – DEECD – Technical Leadership Coach</u> <ul style="list-style-type: none"> - Tony is one of two Technical Leadership Coaches in the state who was a Principal for 17 years - His role is to support Principals with Technical Leadership - Tony discussed the current and previous school financial position. Projected staffing deficit \$110 000, less the \$70 000 for After Care. Final payment for last deficit is to be paid in October and will be approximately \$7 000. - Tony discussed the role of the School Council being policy development and wider school vision - Role of staffing decisions falls with the Principal - School council should be made aware of the financial situation in the school and the workforce planner should be kept updated - Discussion around an OSCH Profit and Loss statement being prepared for council members at the end of each term - Cash flow projections should be set in advance, and it would be good to work toward a \$30 000-\$50 000 surplus - Tony spoke about reports that should be taken to School Council each meeting (Quarterly Profit and Loss for After Care, SRP management report, Sub Program report) - Discussion about our enrolments and having less classrooms that DEECD should provide. Mod-5 portable is an option <p>Action: Linda to contact the region to gather information about processes in relation to student capacity and classrooms and the number of students a space can fit. Principal to bring a copy of the above mentioned reports to School Council meeting.</p> <ul style="list-style-type: none"> • <u>Fundraising report re \$18,000 from \$2012 carryover fundraising monies</u> <p>A synopsis of fundraising monies was presented to School Council.</p> <p>Action: Paula to enter an item in the newsletter on behalf of School Council.</p> <ul style="list-style-type: none"> • <u>Key Quote</u> <p>Jill absent. Key quote to be tabled next meeting</p>	
6. Review of Action Register	Action Register reviewed	

B.E.P.S. SCHOOL COUNCIL

7. Essential Business:		
<p>8. Correspondence:</p> <p><u>In:</u></p> <p><u>Out:</u></p>	<p>June/July correspondence to be discussed and received/endorsed</p> <p style="text-align: center;">-<u>Annual Report to the School Community 2012</u></p> <p>Link to access the BEPS 2012 Annual Report to the School Community: http://www.vrqa.vic.gov.au/Pages/default.aspx (go to 'find a school' on the right hand side of the page)</p> <p>Action: Linda to investigate having the link on the Website</p> <p style="text-align: center;">-<u>Application for Hall Rental</u></p> <p>Hall hire for Adel Messiah, of a gospel preaching group, to run sessions on a Saturday evening was approved under the condition that should the school require the use of the hall, the school will take precedence.</p> <p style="text-align: center;">-<u>Environment and Sustainability</u></p> <p>Recycled toilet paper has been purchased.</p> <p style="text-align: center;">-<u>History Project</u></p> <p>Letter from Daryl re History project book</p>	<p>Motion: "That the inwards correspondence is received and the outwards correspondence endorsed." Moved: Cameron Miller Seconded: Cath Smith Outcome: Motion Carried</p>
1. Principal's Report:	<p>July report</p> <p>Principal's report delivered.</p> <p>Enrolment Staffing Curriculum Student Wellbeing Vision and Values</p> <p>Amendment noted in relation to Maria Booth's leave. Maria on leave until 29/8/13.</p>	<p>Motion: "That the Principal's report be received." Moved: Jacinta Parsons Seconded: Rob Rodger Outcome: Motion Carried</p>
2. Financial Report:	<p>May/June Reports</p> <p>Point of notice – July meeting – Application for approval of school hall approved as per above (see correspondence)</p>	<p>Motion: "That the 11 June and 16 July Finance committee minutes be received" Moved: Paula Thomson Seconded: Kirsty Argyle Outcome: Motion Carried</p> <p>Motion: "The statement of receipt and expenditure for the period ending June and</p>

B.E.P.S. SCHOOL COUNCIL

		<p>July as circulated is accepted and the accounts be ratified or approved for payment and that the Investment Register for June and July be approved.” Moved: Cath Smith Seconded: Cameron Miller Outcome: Motion Carried</p>																		
<p>11. <u>Other Reports:</u></p> <ul style="list-style-type: none"> • President • Education • Environment & Sustainability • Community Building • Buildings and Grounds • OSHC • Junior School Council 	<ul style="list-style-type: none"> • President – Cameron Miler <p>The President of the School Council sent letters re the Gonski review to the Prime Minister/Premier and cc to federal and state Education Ministers. Thank you to Cath and Linda for helping to make this happen.</p> <ul style="list-style-type: none"> • Education – Jill Howells • Environment & Sustainability- Sarah Boyle • Community Building – Michael Hole <p>Points of notice – Raffle for Twilight Market may be less than \$2500. Daryl and Belinda Robson have agreed to come to the next Community Building meeting on 1.8.13 to discuss the 120 year celebration. Election day BBQ yet to be set.</p> <ul style="list-style-type: none"> • Buildings and Grounds- Zoe A.C and Andrew Tauber <p>Points of notice – B/G minutes for 16.7.13 were distributed.</p> <ul style="list-style-type: none"> • OSHC – Ranita Swamy • Junior School Council – Jennaya Smith 	<p>Motion: “That SC ratifies all the committee reports presented.” Moved: Bec Hannan Seconded: Kirsty Argyle Outcome: Motion Carried</p>																		
<p>12. General Business:</p>																				
<p>13. Closure of Meeting Or extension of time</p> <p>Standing Orders: Maximum 2 x 15 minute extensions.</p>	<p>Meeting closed at: 9.30pm Next Meeting: 27/8/13</p>																			
<p>14. Next Meeting dates</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">Education</td> <td style="width: 50%;">14/8/13 6pm</td> </tr> <tr> <td>Environment and Sustainability</td> <td>13/8/13 4pm</td> </tr> <tr> <td>Finance</td> <td>No August meeting</td> </tr> <tr> <td>Community Building</td> <td>1/8/13 7pm</td> </tr> <tr> <td>Buildings and Grounds</td> <td>13/8/13 7pm</td> </tr> <tr> <td>OSHC</td> <td>12/8/13 6pm</td> </tr> <tr> <td>School Council</td> <td>27/8/13 7pm</td> </tr> <tr> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> </tr> </table>	Education	14/8/13 6pm	Environment and Sustainability	13/8/13 4pm	Finance	No August meeting	Community Building	1/8/13 7pm	Buildings and Grounds	13/8/13 7pm	OSHC	12/8/13 6pm	School Council	27/8/13 7pm					
Education	14/8/13 6pm																			
Environment and Sustainability	13/8/13 4pm																			
Finance	No August meeting																			
Community Building	1/8/13 7pm																			
Buildings and Grounds	13/8/13 7pm																			
OSHC	12/8/13 6pm																			
School Council	27/8/13 7pm																			