

INGLEWOOD PRIMARY SCHOOL

SCHOOL COUNCIL AGENDA – 17th June 2019

- DATE:** 17th June 2019 **TIME:** 5:30pm
- VENUE:** 77 Sullivan Street, INGLEWOOD, 3517
- CHAIR:** Wendy Murphy, President
- ATTENDEES:** Lex Johnstone (Acting Principal), Wendy Murphy, Tim Johns, Kristy Simpson, Leigh Lamprell, Stewart Luckman, Rebecca Luckman, Kirsten Ward
- MINUTE TAKER:**
- OBSERVERS:** Paul Hon (Senior Education Improvement Leader- Loddon Mallee Region)
- APOLOGIES:**
- CONFLICT OF INTEREST:**

Quorum Requirements

A school council meeting must operate with a quorum. A quorum requires not less than one half of the school council members currently holding office to be present at the meeting and the majority of members present must not be Department employees. Any parent members on school council who also work for the Department are counted as Department employees for the purpose of a quorum.

Conflict of Interest

If a member of school council or their immediate family has a direct conflict of interest (including pecuniary interest) in with a matter under discussion at a school council meeting that member:

- Must not be present:
 - During the duration unless invited to do so by the person presiding at the meeting
 - When a vote is taken on the matter
- May be included in the quorum for the meeting

The declaration of interest should be included in the minutes of the meeting

Item	Details	Actions/Recommendation
1. Welcome	The Chair welcomed and introduced all members	
2. Apologies		
3. Quorum	The Chair noted that a quorum was present	
4. Conflict of Interest		none
5. Principal Selection	<p>To be led by Paul Hon – Senior Education Improvement Leader</p> <ul style="list-style-type: none"> • Principal Selection in Victorian Government Schools • Election of a school council representative to the selection panel • Development of a local selection criteria. 	<p>Motion: School Council moves that the following people have been nominated and accepted to sit on the board of representatives for the School Principal position</p> <p>.</p> <p>Wendy Murphy School Council President Leigh Lamprell parents representative</p> <p>Moved: Wendy Murphy</p> <p>Seconded: Kirsten Ward</p>

INGLEWOOD PRIMARY SCHOOL

SCHOOL COUNCIL AGENDA – 17th June 2019

		<p>Carried</p> <p>Community Criterion</p> <p>Demonstrated capacity to grow relationships in the broader Inglewood community and an ability to develop innovative programs consistent with the school values that meet the future needs of all children.</p> <p>Application will be opened up for three weeks.</p>
6. Minutes of the previous meeting	Minutes of the meeting held on 13 th May 2019 were previously distributed	<p>Motion: <i>“That the Minutes of the meeting held on 13th May 2019 be accepted”.</i></p> <p>Moved: Kristy Simpson</p> <p>Seconded: Kirsten Ward</p> <p>Carried</p>
7. Business Arising from the minutes	<p>7.1 Building Grant – Victorian Schools Building Authority (VSBA)</p> <p>7.2 Oval works</p> <p>7.3 Reg Ansett Trust</p>	<p>Lex to report back on Victorian Schools Building Authority information session in Melbourne on June 13th.</p> <p>Low spots filled with soil as required. Extra soil stored for further use</p> <p>Update This trust has now been moved to the high yield school account. Lex will write a letter and ask that this trust can be moved back to Bendigo bank.</p>
Reports		
7.1 Principal’s Report	Attached to agenda	<p>Action/Motion: <i>That the Principal’s Report for the month of May be accepted”.</i></p> <p>Moved: Tim Johns</p> <p>Seconded: Leigh Lamprell</p> <p>Carried</p>
7.2 Finance Report	<p>The following reports for May were tabled at the Finance Committee meeting:</p> <ul style="list-style-type: none"> • Balance Sheet • Operating Statement • Cash Receipts • Cash Payments • Cancelled Receipts Report • Cancelled Payments Report • Journal Report 	<p>Motion: <i>“That we remove Kerryn Quirk & Linda Younghusband and add Wendy Murphy, Rebecca Luckman & Lex Johnstone as current signatories on the High Yield (WestPac) account.</i></p> <p>Moved: Rebecca Luckman Seconded: Kristy Simpson Carried</p>

INGLEWOOD PRIMARY SCHOOL

SCHOOL COUNCIL AGENDA – 17th June 2019

	<ul style="list-style-type: none"> • Cash Flow Statement • Bank Account Movement • Annual Sub Program Budget Report • Invoices Awaiting Payment • Family Credit Notes Report • Sundry Debtors Credit Notes Report • Bank Reconciliations for all bank accounts • SRP Budget Management Report – first page only reporting surplus/deficit 	<p>Motion: <i>“That we remove Kerryn Quirk & Tim Johns and add Wendy Murphy & Lex Johnstone as current signatories on the Bendigo Bank account.</i></p> <p>Moved: Tim Johns Seconded: Stewart Luckman Carried</p> <p>Motion: <i>“That budget adjustments as per Finance Report be approved for implementation.</i></p> <p>Moved: Lex Johnstone Seconded: Wendy Murphy Carried</p> <p>Motion: <i>“That the Finance reports for the month of May be accepted”.</i></p> <p>Moved: Kirsten Ward</p> <p>Seconded: Leigh Lamprell</p> <p>Carried</p>
7.3 Parents and Friends Report	<p>Election BBQ</p> <p>Movie Night</p> <p>Healthy Lunches</p> <p>Purchased library book</p> <p>Paying for school excursion</p> <p>School Council appreciated and thanks everyone for all the work the Parents and Friends do.</p>	
8. General Business		
8.1	<p>To be brought to the meeting by members</p> <p>Gate at the front to be locked and opened for MARC on Wednesday.</p>	
8.8 Any other items		
9. Correspondence		
9.1 Incoming:	<p>DET – Student Reporting Reminder</p> <p>DET- Preparing for Staff Opinion Surveys</p> <p>DET – Incident Reporting</p>	

INGLEWOOD PRIMARY SCHOOL

SCHOOL COUNCIL AGENDA – 17th June 2019

	<p>DET – Monitoring Your Annual Implementation Plan progress in SPOT</p> <p>DET – Strengthening Asbestos management in Schools</p> <p>State Government – Letter outlining Capital Works Grant.</p>	
9.2 Outgoing:	<p>Letter of thanks to Inglewood Lions Club – School Camps funding support</p> <p>Letter to Inglewood Lions Club indicating our desire to be part of the 'A is For Attitude' book presentation.</p> <p>Confirmation of De-fib grant has been approved.</p> <p>A small committee will be put together to look at the best way to use the State Government grant.</p>	
10. Next meeting	<p>Next School Council meeting will be held on 29th July 2019</p>	
11. Meeting Closure	<p>The chair declared the meeting closed at 7:03pm</p>	

Meeting Dates: 29th July / 16th September / 21st October / 25th November / 16th December – dinner meeting