

ALAMANDA COLLEGE - SCHOOL COUNCIL

Minutes for Meeting held on Wednesday 23rd April at 7.30pm

1. Meeting Opened: 7.30pm

2a. Present: Jason Rowe, Mariska Vervoort, Tracey Chandler, Maria Mardapittas, Scott Bryant, Fiona Pritchard, Alice Osborne, Cameron Scott, Lyn Jobson, Jeanette Finegan, Helen Welsh, Jackie Mouratidis, Tony Pace & Jess Cortese

2b. Apologies: N/A

3a. Correspondence Inwards:

"That the Inwards Correspondence be received and action endorsed, apart from items _____ to be discussed in Business Arising from the Correspondence"

No Correspondence inward

3b. Correspondence Out:

"That the Outwards Correspondence be endorsed"

No correspondence out

AGENDA:

4a. Confirmation of Minutes from Previous Meeting:

Moved: Jackie

Sec: Jess

Passed

4b. Business Arising From Minutes of Previous Meeting:

School Council meetings to be held at 6.30pm

Moved: Jeanette

Sec: Fiona

Passed

Principal's Report ~

VQRA Policies to be distributed to School Council
Parent helpers across the school
Principal's report

- Policies tabled & Passed – Investment Policy, Asset Management Policy & Anaphylaxis Management Policy
- Other school policies to be re-tabled once errors are corrected.
- Sponsorship Policy to be presented to council at next meeting.
- Fundraising Team policy to be discussed at next Council meeting as well as the Fundraising sub-committee meeting.
- PYP Curriculum is currently being build – Alamanda is a Candidate School
- Overview of McREL and their visit to Alamanda.
- Alamanda's core focus is Student Learning.

Moved: Fiona

Sec: Tracey

Passed

School Financial Report

"That the financial statements for the month of JAN, FEB & MAR be ratified and all accounts approved for payment."

- School Council agree that the GST Fundraising policy will be sent via email with the minutes (Policy created by the Department and is standard across all schools).
- 2013 Cash Budget put together by Sue Walker
- Confirmed SRP – Moved: Jeanette Sec: Fiona **Passed**
- Budget Management reports for January, February and March presented and dicussed.

Moved: Alice

Sec: Jackie

Passed

5a. Finance Sub Committee Report:

N/A

Moved:

Sec:

Passed

5b. Buildings and Grounds Sub Committee Report:

- Need to organise mulch to avoid children walking in the mud.
- Self-nominations to lead this Sub Committee: Mariska Vervoort & Jason Rowe
- Sub Committee to meet prior to next School Council meeting as schedule

Moved: Helen

Sec: Tracey

Passed

5c. Curriculum Sub Committee Report:

- School will participate in iCAS (Literacy) and the Australian Mathematics Competition
- Self-nominations to lead this Sub Committee: Tracey Chandler & Maria Mardapittas (Parent representatives) Jackie Mouratidis & Helen Welsh (staff representatives)
- Sub Committee to meet prior to the next School Council meeting as schedule

Moved: Scott

Sec: Cameron

Passed

5d. Fundraising Sub Committee Report:

- Alice is happy to be in charge of Student Banking – will organise a meeting between Alice & Susan (ComBank)
- Scholastic Books:
 - Catalogues distributed and order forms collected by Fiona.
 - Will advise parents in the next newsletter about only having to submit one payment for all three catalogues.
- Mother's Day Stall – Wednesday 8th May
 - Location of stall not confirmed
 - Gifts purchased from Smart Fundraisers and Crown Concepts
 - Gift Prices are between \$2.00-\$7.00 (majority under \$5.00)

Moved: Mariska

Sec: Lyn

Passed

5. Reports:

"That all reports be accepted and recommendations endorsed."

Reports ratified after each Sub Committee at April meeting

6a. General Business

- Parent Helpers:
 - Helen created a spread sheet for the Prep team, where parents can put their name down to assist the Teachers and the School
 - Protocols for parents to work in the school has also been created (i.e. parent must have a Working with Children Check)
 - Information regarding parent helpers will be placed in the next newsletter – inviting parents to express their interest

6b. Other Business

- Bullying at the School – Discussion followed
- Wyndham City Council – School Crossing
 - Lyn to follow up with Council on where the Bus stops will be (will confirm that the Bus stops are not near the crossing)

7. Meeting Closed at: 10.15pm

Next School Council meeting to be held on **Thursday 13th June at 6.30pm in Room 5**

Signed as a true and correct record of the meeting.

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Lyn Jobson
Executive Officer

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Jason Rowe
School Council President