

**ALAMANDA K-9 COLLEGE - SCHOOL COUNCIL
MEETING AGENDA MINUTES**

Thursday 28th May 2015 at 6.00pm in the Staff Room

1. Meeting Opened: 6.29pm

2a. Present: Lyn Jobson, Jeanette Finegan, Jackie Mouratidis, Carmen Sacco, Mariska Vervoort, Thea Whitmore, Jason Rowe, Cameron Scott, Ana Wilkinson, Kathy Goodwin, Sally Broad, Camille Willats & Jess Cortese

2b. Apologies: Helen Welsh & Sumi Sanyal

3a. Correspondence Inwards:

“That the Inwards Correspondence be received and action endorsed, apart from items ___nil___ to be discussed in Business Arising from the Correspondence”

NIL

3b. Correspondence Out:

“That the Outwards Correspondence be endorsed”

NIL

AGENDA:

4a. Confirmation of Minutes from Previous Meeting:

Moved: Jackie Mouratidis Sec: Ana Wilkinson Passed

4b. Business Arising From Minutes of Previous Meeting:

Moved: Sec: Passed

Principal’s Report ~

Enrolments – 1201 students to date

- Only operating neighbourhood boundary

Staffing – will be advertising another 5 teaching positions at end of this term

- Predicting that we will need to hire 15 more teaching staff at the end of the year for

2016

Buildings 2015/2016

- predicting 1500 students in 2016 / 1800 students in 2017 / 2000 students in 2018

Portables

- Will receive music, art, drama, science, classroom spaces

School council protocols

Team work

- School Council members need to be on the same page

- School Council gives subcommittee conveners authority to go ahead and start work on Councils behalf however need to advise members of the task prior to going ahead for approval either via email or through extra meeting organised – in the event that school funds are required convener needs to obtain approval from finance subcommittee
- When emailed all council members are to respond within a reasonable time – Yes/No/Thinking about it / majority needs to be 12

Privacy

- Reminder of confidentiality agreement signed

Leave

- Lyn will be on leave as of 1 June until 26 June, however she will be in and out.

Student Engagement & Wellbeing policy

- Has been revamped to include the Secondary school
- Primary sections have already been endorsed by council

- Councillors are asked to read policy and endorse secondary sanctions via email by COB

Monday 1 June

NAPLAN

- will ask Julie Chandler to attend next council meeting to discuss the school comparison report

Moved: Cameron Scott
Passed

Sec: Mariska Vervoort

School Financial Report

“That the financial statements for the month of MARCH & APRIL 2015 be ratified and all accounts approved for payment.”

- Balance Sheet & Operating Statement – Summary presented by Cameron.
- Camille to email out 2014 & this year so far - fundraising transaction history statement for all activities

Moved: Ana Wilkinson
Passed

Sec: Kathy Goodwin

5a. Finance Sub Committee Report:

- Minutes presented by Cameron.
- Camille to email out the fee break down for the year 5, 6 & 8 Camps for approval by all council members

Moved: Thea Whitmore
Passed

Sec: Jeanette Finegan

Camille left at 8pm

5b. Buildings and Grounds Sub Committee Report:

- Minutes presented by Thea.
- Mulch quote to be approved by Lyn
- Sally may be able to get bobcat for free
- Going to write letters to a few bike companies to possibly get racks donated

- Will write a piece for the newsletter each fortnight to keep community informed of where the building is at.

Moved: Sally Broad
Passed

Sec: Jess Cortese

5c. Curriculum Sub Committee Report:

- Minutes presented by Carmen.
- Expectations for 3 Way Conferences will be put out in newsletter for parents
- Need to speak to Malcolm about possibly creating a 2 minute video on how to book a 3 way conference

Moved: Thea Whitmore
Passed

Sec: Jackie Mouratidis

5d. Fundraising Sub Committee Report:

- Minutes presented by Kathy.
- Fundraising and School Events
- Mother's Day Stall raised \$2,813.00

Moved: Mariska Vervoort
Passed

Sec: Jess Cortese

5e. Fair Sub Committee Report:

- Minutes presented by Sally.
- Fair Date: 27 November 2016
- Business Plan and power point presentation was presented – copy of these docs to be emailed to council members by Friday 5 June.
- Logo competition to run in Term 4 this year
- Lyn suggested that Sally come in and present to staff in Term 3
- Raffle will still go ahead in term 4 this year
- Detailed budget to be prepared and presented to finance subcommittee on 17 June for final approval – will then be approved by Council
- Fair subcommittee will also assist the school in organising the PYP Night and Carols

Moved: Carmen Sacco
Passed

Sec: Cameron Scott

5f. Canteen Sub Committee Report:

- Minutes presented by Ana.
- Have created surveys for staff, parents and secondary students
- Committee will propose new menu

Moved: Kathy Goodwin
Passed

Sec: Thea Whitmore

6. Reports:

"That all reports be accepted and recommendations endorsed."

NIL

Moved:

Sec:

Passed

6a. General Business

**Moved:
Passed**

Sec:

6b. Other Business

Moved:

Sec:

Passed

7. Meeting Closed at: 10.15pm

Next School Council meeting – **Thursday 18th June**

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