

# Foster Primary School Council Agenda

Meeting: **Wednesday, 21<sup>st</sup> April, at 6.30pm**



## Foster Primary School Staffroom

Item	Details	Actions/ Recommendations
1. Welcome	<ul style="list-style-type: none"> <li>Welcomed and thanked for attending 1<sup>st</sup> meeting Term 2. Welcome to Shane Wainwright (DET SEIL here to explain Principal selection process.</li> </ul>	
Present	<ul style="list-style-type: none"> <li>Scott Moorhouse, Sue Duggan, Jane Power, Elisa Nudleman, Kimberly White, Jessica Johnston, Jenny Voros, Geoff Treloar, Lucy Allsop, Mary Fitzgerald, Kate Nangle, Shane Wainwright.</li> </ul>	
2. Apologies	<ul style="list-style-type: none"> <li>Marion Paulet</li> </ul>	
3. Quorum	<ul style="list-style-type: none"> <li></li> </ul>	
4. Conflict of interest	<ul style="list-style-type: none"> <li></li> </ul>	
5. Minutes of the previous meeting	<ul style="list-style-type: none"> <li>Minutes of the meeting held on March 17<sup>th</sup> which were previously distributed.</li> </ul>	<p>Motion:                      "That the Minutes of the meeting held on 17<sup>th</sup> March be accepted".                      Moved: Kate Nangle                      Seconded: Kimberly White                      Carried</p>
6.1 Business arising from the minutes	None	
6.2		
7. Priority Items	<ul style="list-style-type: none"> <li>NIL</li> </ul>	
7.1 Strategic Plan / Annual Implementation Plan		
7.2 Policy Review	<ul style="list-style-type: none"> <li></li> </ul>	

8. Reports 8.1 Principal's report	<ul style="list-style-type: none"> <li>• Nil (Time Ceded to Shane Wainwright DET SEIL (Senior Education Improvement Leader))</li> <li>• <b>Shane discussed/explained principal selection process to councilors.</b></li> <li>• <b>Slide show presented and discussed.</b></li> <li>• <b>School profile updated for position advertisement.</b></li> <li>• <b>Parent panel representative voted in.</b></li> <li>• <b>Staff panel representative to be advised.</b></li> </ul>	
8.2 Finance Inc. Camps and Excursions	<p>Finance Summary &amp; reports presented.</p> <ul style="list-style-type: none"> <li>• Balance Sheet (GL21161)</li> <li>• Operating Statement (GL21150)</li> <li>• Cash Receipts Report (GL21002)</li> <li>• Cash Payments Report (GL21003)</li> <li>• Cancelled Receipts Report (GL21004)</li> <li>• Cancelled Payments Report (GL21005)</li> <li>• Journal Report (GL21006)</li> <li>• Cash Flow Statement (GL21151)</li> <li>• Bank Account Movements (GL21152)</li> <li>• Annual Subprogram Budget Report</li> <li>• Invoices Awaiting Payment Report</li> <li>• Family Credit Note Report (DF21309)</li> <li>• School Budget Management Report</li> <li>• SRP report</li> <li>• Family Credit note report</li> <li>• Bank reconciliation</li> </ul>	<p><b>Motion:</b></p> <p><b>“That the report as tabled is accepted and recommendations endorsed”.</b></p> <p><b>Moved: Jenny Voros</b> <b>Seconded: Geoff Treloar</b> <b>Carried</b></p>
8.3 Building and Grounds	<ul style="list-style-type: none"> <li>•</li> </ul>	
8.4 Curriculum	<ul style="list-style-type: none"> <li>• <b>Nil</b></li> </ul>	
8.5 Parents and Friends	<ul style="list-style-type: none"> <li>• <b>Nil</b></li> </ul>	
8.5 Plantation	<ul style="list-style-type: none"> <li>• <b>Nil</b></li> </ul>	
9. General business 9.1	<ul style="list-style-type: none"> <li>• <b>Contract for OHSC (Prom Coast)</b></li> <li>• <b>Lease agreement with Melbourne Finance Brokering Pty Ltd.</b></li> </ul>	<p><b>Motion: Lease agreement approved by School Council.</b></p> <p><b>Motion: Sue Duggan</b> <b>Seconded: Jess Johnston</b> <b>Carried</b></p>
9.2	<ul style="list-style-type: none"> <li>•</li> </ul>	

10. 10.1 Correspondence Incoming	<ul style="list-style-type: none"> <li>• Brief details of each item</li> <li>•</li> </ul>	<p>Motion:</p> <p>“That the Inwards Correspondence be received and actions endorsed.</p> <p>“Moved:</p> <p>Seconded:</p> <p>Carried / not carried</p>
10.2 Out-going	<ul style="list-style-type: none"> <li>• Brief details of each item</li> <li>•</li> </ul>	<p>Motion:</p> <p>“That the Outwards Correspondence be endorsed”.</p> <p>Moved:</p> <p>Seconded:</p> <p>Carried / not carried</p>
11. Next Meeting:	<ul style="list-style-type: none"> <li>• Next Council Meeting to be held on 5<sup>th</sup> May 2021</li> </ul>	
12. Closure of meeting	<ul style="list-style-type: none"> <li>• The chairperson declared the meeting closed.</li> </ul>	Time : 8.40

Signed by the Chairperson: \_\_\_\_\_

President or person who presided at the previous meeting to sign once minutes have been approved by school council

Date: \_\_\_\_\_

### **Note: records and information management**

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