

- Foster Primary School Council Minutes
- Meeting : **Wednesday, 17<sup>th</sup> March , at 6.30pm**
- **Foster Primary School Staffroom**
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○ Item	○ Details	○ Actions/ Recommendations
○ ○ 1. Welcome	<ul style="list-style-type: none"> <li>○ Matt welcomed everyone and had everyone introduce themselves to the new councilors. Welcome to our special guest Imogen Vale a grade 6 student and her mother Louise Vale</li> <li>○ Scott welcomed new councilors, first half of the meeting is AGM where we elect president. – we do have a spare parent vacancy due to retiring member, Sharon Best. Matt thanked Sharon for her work over the past year.</li> </ul>	○
○ 2. Apologies	○ Geoff Treloar, Jess Johnston.	○
○ 3. Quorum	<ul style="list-style-type: none"> <li>○ Scott Moorhouse, Sue Duggan, Matt Wallis, Jenny Voros, Marion Paulet, Jane Power, Kate Nangle, Elisa Nudleman, Lucy Allsop, Mary Fitzgerald,</li> <li>○ Imogen Vale &amp; Louisa Vale</li> </ul>	○
○ 4. Conflict of interest	<ul style="list-style-type: none"> <li>○ PCCC- Lucy Allsop</li> <li>○ Camps- Matt Wallis</li> <li>○ Pool Committee – Marion Paulet</li> </ul>	○
○ 5. Minutes of the previous meeting	○ Minutes of the meeting held on February 24th 2021 were previously distributed.	<ul style="list-style-type: none"> <li>○ Motion:</li> <li>○ “That the Minutes of the meeting held on February 24<sup>th</sup> be accepted”.</li> <li>○ Moved: Lucy Allsop</li> <li>○ Seconded: Sue Duggan</li> <li>○ Carried</li> </ul>
○ 6. Business arising from the minutes	○ None	○
○ 6.2	<ul style="list-style-type: none"> <li>○ All positions declared vacant – thank you to our office bearers for 2020 who did an amazing job.</li> <li>○ Scott chairs meeting.</li> <li>○ <b>Nominations called for President:</b> Matt Wallis nominated by Marion Paulet –seconded Jane power - no further nominations. Matt accepted nomination</li> <li>○ Congratulations Matt</li> <li>○ <b>Nominations called for Vice President:</b> this position to be carried over to next meeting.</li> <li>○ Due to the retirement of Sharon Best (school council member) Scott nominated Kate Nangle for the position to commence immediately. Welcome Kate.</li> <li>○ Welcome to all our new members thank you for joining our school council</li> </ul>	○
	Special guest Imogen Vale, discussed the addition of a beanie to include in the school uniform code. Imogen presented a design and discussed the cost of the beanie with councilors. Thank you Imogen.	
7. Priority Items  7.1 Strategic Plan / Annual Implementation Plan	<ul style="list-style-type: none"> <li>● Scott Moorhouse</li> <li>○ AIP – some things will be removed from current AIP, Professional Learning Communities will continue, DET has appointed a PLC coach for our school Ruth, who will be working with Sue, Chantelle &amp; Jane.</li> </ul>	

	<ul style="list-style-type: none"> <li>Tutoring program well underway with Deidre Zuidema. Sarah Thurgood is no longer available for the program. We will be employing the two pre service teachers who were here earlier this term in placement of Sarah.</li> </ul>	
7.2 Policy Review	<ul style="list-style-type: none"> <li>Parent Payment Policy – to be emailed tomorrow.</li> <li>Main policies to be review-list emailed previously</li> <li>Most policies this year will be child safe policies</li> </ul>	
8. Reports 8.1 Principal’s report	<ul style="list-style-type: none"> <li>Attached to agenda</li> <li>Lots of offers of assistance in the garden,</li> <li>Many volunteers for sporting events.</li> </ul>	<p>Motion: “That the report as tabled is accepted and recommendations endorsed”.</p> <p>Moved: Scott Seconded: Kate Nangle Carried</p>
8.3 Building and Grounds	<ul style="list-style-type: none"> <li>Report presented.</li> <li>Fire hydrant upgrade cost \$18,810 quite costly, we are trying to get a second quote but quite difficult in this area.</li> <li>Replacement sub-board quote received \$7,875</li> <li>Bifold door quote \$39,650, we are currently looking at another option/company to quote on this job.</li> </ul>	
8.2 Finance	<ul style="list-style-type: none"> <li>Attached to agenda</li> <li>Report attached-</li> <li>Balance Sheet (GI21161)</li> <li>Operating Statement (GI21150)</li> <li>Cash Receipts Report (GL21002)</li> <li>Cash Payments Report (GI21003)</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>	<ul style="list-style-type: none"> <li>Attached to agenda</li> <li>Reports presented and discussed, SRP deficit explained.</li> <li>Moved: Jenny Voros</li> <li>Seconded: Marion Paulet</li> </ul> <p>Carried</p>
8.4 Curriculum	<ul style="list-style-type: none"> <li>Practice/check for NAPLAN tests next Thursday. Training has been carried out by some staff over the last two weeks. NAPLAN tests will commence in May</li> <li>PLC - Professional Learning Communities, collaboration between junior and senior teams, focus is around our AIP (numeracy &amp; writing) outcome is working as a whole school team.</li> <li>Evacuation held yesterday, whole school evacuated to the football oval. We need to carry out 4 per year.</li> </ul>	

8.5 Parents and Friends	<ul style="list-style-type: none"> <li>• Notice sent out to families today requesting help for this year's fundraising events.</li> <li>• Future of kitchen garden discussed at meeting with Scott. The current system does not seem satisfactory Scott advised the program will return to cooking which will include geography, science will be addressed by each teacher in the classroom.</li> <li>• Funds held will be spent on a new screen in BER building and a drop down projector.</li> <li>• Question around students volunteering at the farmers market without their parents being in attendance. Alisa will discuss further with P &amp; F members (Alisa followed this up, parents must be in attendance with children who volunteer).</li> </ul>	
8.5 Plantation	<ul style="list-style-type: none"> <li>• No report</li> </ul>	
9. General business 9.1	<ul style="list-style-type: none"> <li>• Alternate swimming venues- Elisa Nudleman</li> <li>• Elisa discussed her letter and questioned the usage of the Foster Pool when it is freezing. Toora pool is heated and covered (hot and cold weather friendly) - School should support local pool in Foster, cost of travel to Toora would be difficult for some families. Elisa proposes we should at least consider using the Toora Pool. Scott will discuss with Elisa at a later date, as this is not really a School Council issue.</li> <li>•</li> </ul>	
9.2	<ul style="list-style-type: none"> <li>• Discussion regarding when items are operational or governance. Councilors are approached by parents and wider community, which issues should be brought to School Council and which discussed with Principal. Scott to address next meeting.</li> </ul>	
9.3	<ul style="list-style-type: none"> <li>• Next meeting will be principal selection meeting. The Foster Primary School Principal position will be advertised soon. Shane Wainwright our SEAL will be in attendance at the meeting where a panel will be elected by April 23<sup>rd</sup> The panel will consist of a School Council member, a member of staff, Shane Wainwright and another practicing principal in the local area.</li> </ul>	
10. 10.1 Correspondence Incoming	<ul style="list-style-type: none"> <li>• Brief details of each item</li> <li>• Letter Elisa Nudleman</li> <li>• Sharon Best resignation</li> <li>•</li> </ul>	<p>Motion: "That the Inwards Correspondence be received and actions endorsed. " Moved: Sue Duggan Seconded: Elisa Nudleman Carried</p>
10.2 Out-going	<ul style="list-style-type: none"> <li>• Grant for OSCP applied for to assist with program, discussion resulted regarding the program and correspondence received by parent. The School does not have financial resources, program would need to be out sourced to a third party operator (Scott has contacted two already) Is there a demand, Scott will post on Compass to see what demand there is for this service. Elisa and Lucy volunteered to assist if needed.</li> </ul>	<p>Motion: "That the Outwards Correspondence be endorsed". Moved: Marion Seconded: Kate Carried / not carried</p>

11. Next Meeting:	<ul style="list-style-type: none"><li>• Next Council Meeting to be held on 21<sup>st</sup> April</li></ul>	
12. Closure of meeting	<ul style="list-style-type: none"><li>• The chairperson declared the meeting closed.</li></ul>	Time : 8.15

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

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

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

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