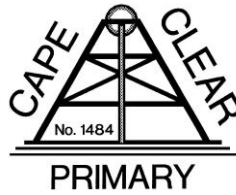




Meeting of Cape Clear Primary School Council, 6th of May 2019



Meeting of Cape Clear Primary School Council

6th May 2019

Our School Council Values

	In meetings we will...	In the broader community we will...
Respect	Have one person speak at a time Speak in general terms (particularly with regard to students and families)	Speak positively about School Council decisions/meetings Welcome new families into the community
Responsibility	Arrive on time Notify if we are going to be absent Listen actively	Promote the school where allowable
Commitment	Show enthusiasm and contribute to meetings	Attend and support school events
Confidence	Ask questions when we need clarification on an issue or topic	Talk about the school vision and supporting arguments for key decisions

If you do not feel comfortable complying with these expectations, it is expected that you will **RESIGN YOUR POSITION AS SCHOOL COUNCILLOR.**



Agenda

1. WELCOME

Meeting opened 3:18

2. APOLOGIES

3. ESSENTIAL COUNCIL BUSINESS (Mover & Seconder Required if any decision is made)

- Previous minutes from 25th of March

Mover: Tanya Seconder: Patty

- Curriculum Days Focus 8th of May
- Parent fees for camps and excursions 2019 (new information received). Revise and endorse. **\$125 per child**

Mover: Tanya Seconder: Patty

- Grounds and Maintenance - Decking
- Fundraising - Easter Raffle/Car Boot Sale (Patty) **Patty to create fundraising sub-committee and create annual fundraising calendar**
- 2018 Annual Report - Lachlan

- 2015-2018 School Review Report
- Grants - Music/Sporting Schools/Walk to School
- Before and After School Care Program - Golden Plains Shire
- School Engagements - Derrinallum Secondary College/Ballarat Health Services/Waste Resource and Recovery Group/DET Intervention (Adele Field)

4. CORRESPONDENCE (Mover & Seconder Required)

IN: *Second letter from James Merlino - Flag Poles*
Golden Plains Shire - Out of school hours program
Music Grant - Successful Application for \$5000

OUT: *NIL*

Mover: Liz Seconder: Ashlee

5. REPORTS

Principal's Report (Mover & Seconder Required)



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Handed out on Monday at meeting

Mover: Tanya Seconder: Laura

Treasurer's Report (Mover & Seconder Required)

- **CASES 21 Finance Reports 3/5/2019

A major responsibility of school councils under the 'Education and Training Reform Act 2006' is to ensure that all moneys coming into the hands of the council are used for proper purposes.

At each meeting, council should be provided with financial reports that provide the following information:

- All Bank Balances
- Creditor Invoices awaiting payment
- Payments to be ratified for previous month
- Budget vs Actual financial information
- Outstanding Orders.

On an ongoing basis, School Council needs to ensure that:

Progress against budget projections is regularly reviewed, and any necessary adjustments are made,

Motions

- Ratifies payments from the Official Account , Authorises signature of Balance Sheet (GL21161) and Operating Statement (GL21150)
- Approves the remaining section of the report.

Mover: Tanya Seconder: Liz

Occupational Health and Safety (Mover & Seconder Required)

Buildings & Grounds:

- As discussed in Essential Council Business

6. GENERAL BUSINESS (Mover & Seconder Required if a decision is made)

- Possibility of a 'Small Steps' Program - Janet Newitt

Mover: Seconder:

Meeting Closed:

Next Meeting:

Next Agenda:

- Attendance
- Before and After School Care
- Small Steps
- St Johns Ambulance First Aid (Patty)



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- BHS- Puberty