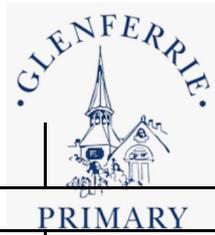




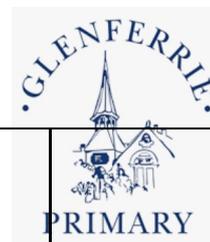
**GLENFERRIE PRIMARY SCHOOL  
SCHOOL COUNCIL MINUTES**

Date: Tuesday 18 October 2022  
 Time: 7.00pm  
 Venue: Glenferrie Primary School  
 Chair: Maureen - School Council President  
 Minute Taker: Victoria van Bavel

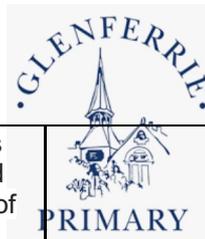
ITEM	DETAILS	ACTIONS / RECOMMENDATIONS
<b>Attendance</b>	<p>Sue O’Sullivan (Principal), Tanya Gurney (Assistant Principal), Maureen Pound (Chair), Chris Kendall, Elise Boyle, Belinda Harries, and Victoria van Bavel.</p> <p>Via Webex: Jane Sewell and Takero Izuhara</p> <p><b>Apologies:</b> Jessica Fowler and Ellen Angus.</p> <p>We began by acknowledging the Traditional Custodians of the land on which we meet today, the Wurundjeri people, and pay our respects to their Elder past present and emerging leaders.</p> <p>The chairperson welcomed all members.</p> <p><b>Quorum:</b> The chairperson noted that a quorum was present.</p> <p><b>Visitors:</b> none.</p> <p><b>Conflict of Interest:</b> None.</p>	
<b>Minutes</b>	<p><b>Minutes of the meeting</b> held on 30 August 2022 were distributed via email to the council.</p> <p>s</p> <hr/> <p><b>Action items from previous minutes:</b></p> <p><u>All:</u></p> <ul style="list-style-type: none"> <li>Review powerpoint and let Sue know when this is completed – done.</li> </ul>	<p><b>Motion:</b></p> <p>That the minutes of the meeting held on 30 August 2022 be accepted.</p> <p><b>Moved:</b> Chris  <b>Seconded:</b> Elise  <b>Carried.</b></p>



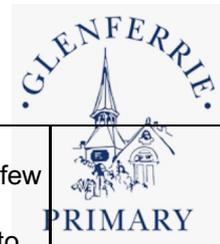
	<p><u>Chris</u></p> <ul style="list-style-type: none"> <li>• Parent survey – look at the new one instead in due course.</li> </ul>	
<p><b>Priority Items</b></p>	<p><b>Draft Budget and Parent fees and contributions</b></p> <p>Council needs to approve draft budget, and fees and contributions.</p> <p>Leave until finance report.</p>	
<p><b>Executive</b></p>	<p>The Principal's report has been saved on the google drive.</p> <p>The Principal tabled and presented the report, and noted the following:</p> <ul style="list-style-type: none"> <li>• Assemblies are back and parents are coming which is great.</li> <li>• Taste of Glenferrie on Friday – if it rains they will be in the hall.</li> <li>• Wattle Road garden area – in building and grounds.</li> <li>• End of Year concert 1<sup>st</sup> December – this will Monash because it was the only place we could find to accommodate us all.</li> <li>• Next Tuesday is the meeting about OSH services – booked in Village to speak at 7pm and Team Kids at 7.30pm. At the end of that meeting we need to make a decision because OSH club want to leave their contract early so the new company can deal with holiday care (starting 3-4 January).</li> <li>• Chris and Sue met with John Kennedy, pushed him fairly hard on the school funding issues (not mentioned us in his flyers). Wanted to see a commitment from him, but he didn't commit to this.</li> <li>• Sue also met with Melissa Lowe last week, and she came with an ex-parent. She said they would look favourably with local schools but no real commitment made.</li> </ul>	<p><b>Motion:</b></p> <p>That the Principal's report as tabled is accepted and recommendations endorsed.</p> <p><u>Moved:</u> <u>Seconded:</u> Carried.</p>
	<p><b>Correspondence</b></p> <p>OSH club tenders (discussed).</p>	



	<p><b>Child Safe Update</b></p> <p>Discussed above.</p>	
<p><b>Finance</b></p>	<p>The finance sub-committee minutes, Balance Sheet and the operating Statement were saved in the google drive.</p> <p>The Treasurer tabled and presented the Finance Reports, and noted the following:</p> <p><u>Draft Budget</u></p> <ul style="list-style-type: none"> <li>• Based on expected number of students next year, and advised to go conservative in that number (as you don't get confirmed budget until the end of Term 1)</li> <li>• Given numbers, we have no room for flexibility, and we essentially rolled over budget from this year in its entirety.</li> <li>• Hopefully we will get a reasonable number of parent contributions (we got 50% this year, which is around the average).</li> <li>• Wattle Road – discussing the increased budget around this</li> </ul> <p><u>Parent fees and contributions</u></p> <ul style="list-style-type: none"> <li>• We will be moving some items from contributions to 'user pays' (for separate events) means less admin and can also be set up so that the fee can cover those who don't pay to try and ensure the school is not out of pocket (currently funding some of these outings). It means that more of the costs will be covered for these events / outings.</li> <li>• Reviewed letter to parents re costs – change to "contribute to all of the above areas" (as opposed to any), and identify \$50 increase is related to curriculum and other contributions.</li> <li>• To consider whether we add in details about the drop in % of parent contributions (from around 92% to 50%).</li> <li>• Reviewed and slightly changed standard letter (drafted by DET), and include the fact this enables us to be one of the best performing schools in the district.</li> </ul> <p><b>Motion:</b></p> <p>That the documents relating to the 2023 parent fees and contributions, and the draft budget as presented are approved and accepted.</p> <p><b>Moved:</b> Belina  <b>Seconded:</b> Victoria  <b>Carried.</b></p> <p><b>August Recommendation:</b></p> <p>"That School Council move those payments from the Official Account of \$104,903.81 and \$100,000 was transferred from the</p>	<p><b>Motions:</b></p> <p>As per middle column.</p>



	<p>High Yield to the Official Account be endorsed and payments be ratified, and all presented reports be accepted as true and correct depiction of Glenferrie Primary School for the Month of August.</p> <p><b>Moved:</b> Belinda  <b>Seconded:</b> Maureen  <b>Carried</b></p> <p><b>September Recommendation:</b></p> <p>“That School Council move those payments from the Official Account of \$54,081.18 and nil transferred from the High Yield to the Official Account be endorsed and payments be ratified, and all presented reports be accepted as true and correct depiction of Glenferrie Primary School for the Month of September</p> <p><b>Moved:</b> Belinda  <b>Seconded:</b> Maureen  <b>Carried</b></p>	
<p><b>Grounds</b></p>	<p>The minutes of the grounds meeting held on 12 October is available on the google drive.</p> <p>Jane tabled and presented the report, and noted the following:</p> <ul style="list-style-type: none"> <li>- We had a site visit by a sign writer, and we are looking at using him and we have emailed him a brief and are awaiting his quote. Aim to get design locked in so we can have it at the election Day and use it for a fundraiser.</li> <li>- Wattle Road plans have been completed (available for Council and P&amp;F to see) and we will put these up around the school in due course. Reviewed the plan, and noted that we have obtained quotes and the aim is for it to be ready for the beginning of the (school) year.</li> <li>- Working bee happened just before the holidays, when we finished the cottage garden. Also a suggestion that we continue selling produce.</li> <li>- Next working bee, Manningtree Road section near the car park. Date is 5 November and we will do a callout for people to help.</li> <li>- Building – gas heaters will have to be dealt with next year.</li> </ul>	
<p><b>P&amp;F</b></p>	<p>The Assistance Principal confirmed that P&amp;F are focused on the Taste of Glenferrie. Hopefully we can get the ticket sales up, and the weather doesn't ruin this!</p> <p>Other things this term include Italian Day, Election, and family breakfast so lots happening!</p> <p>Hoping the parent reps will attend the next meeting so that they can connect, and encourage some involvement.</p> <p>Considering professional photo event at the school for families.</p>	



<p><b>General Business</b></p>	<ul style="list-style-type: none"> <li>- Swimming lessons – no time yet but normally in the last few weeks. One issue is that the pool is struggling to get teachers, so we may send out an expression of interest to parents to get an idea of numbers.</li> <li>- Belinda suggested a raffle to raise money for the mural during the Election – take this to P&amp;F.</li> </ul>	
<p><b>Closure of meeting</b></p>	<p>Next Council meeting is an extraordinary meeting next Tuesday (25 October 2022 at 7pm) to deal with the OSH club contract.</p> <p>Then the final 'meeting' of the year is to be held on 6 December 2022 (which is a dinner).</p>	
	<p>The Chairperson declared the meeting closed.</p> <p>Time: 8.13pm</p>	

This is a true and accurate record of discussions that took place on 30 October 2022

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