

TOORA PRIMARY SCHOOL COUNCIL
Minutes for meeting held Monday 19th June 2017

Type of meeting: Ordinary Meeting

Minute Taker: Di Walker

Time Meeting opened : 4:33pm

1) Attendees: Bob Tinker, Jen Delaney, Nigel Plowright, Tara Hollier, Emma Hughes, Anna Hopkins, Michelle Bacon

2) Apologies:

3) Minutes of the Previous Meetings

Motion *“that the minutes of the meeting held on Tuesday 9th May 2017 be approved as a true record of the meeting agenda and items”.*

Moved: Nigel Plowright

Seconded: Tara Hollier

4) Business Arising from the Minutes:-

Information / Action / Motion:

- Deb Clavarino employed three hours per day as Education Support. Term 3 will be 4 days a week x 3hrs. Bob Tinker expressed that there has already been an improvement in the classroom.
- Michelle Bacon was omitted from the Attendees. Add Michelle

5) Correspondence

IN:

- Presentation of cheque from IGA Foster Thursday 29th June. Bob Tinker will collect after 11:00am
- Woolworths Earn & Learn letter/invitation - School Council discussed and opted to not take this on, given the generous donation from Toora Foodworks

6) Acting Principal Report

Bob Tinker

- Brett Windsor has met with Bob and school Council President Tara Hollier. Full disclosure early Term 3 to School Council.
- Carpet Repair in the project space. Someone coming to look at it in the holidays. Strip to be placed along frayed edge.

7) Finance Report

Finance Meeting was held on Thursday 15th June 3:30pm. Emma reported to School Council

- Current Bank balances \$106,000 High Yield Account and \$4300 in School Official account. \$50,000 in Term Deposit account
- Funding applications: Esso
- Sporting Schools application has been approved - Netball for Term 3

Finance Motions:

Moved: Tara Hollier

Seconded: Anna Hopkins

8) Student Welfare Report

- Tuesday morning breakfast is going well. Bev Smallwood and Judy Bacon avidly taking on Breakfast helper roles.
- Alana has tendered her resignation. Bob has been speaking to Scripture Union. 2 days at 13hrs costs \$7142.50 per term. School Council would like to review this for Term 3, felt we were not getting the best value for money.

9) Curriculum Report

Brett Whittle

- Local Toora Cross Country to be held later in Term 4
- Student Reports to go home on 29th June
- Di Walker LSL first 2 weeks of Term 3 – Carmel Sutherland replacing
- Brett Whittle LSL last week of Term 3. Carmel Quirk to replace

10) Buildings & Grounds Report

- Working Bee was a success. Thank you to everyone who attended.
- Gum tree by front gate needs to come out or be poisoned
- Brett Whittle has windows that could be used to close off part of the undercover area at front of school for the use of a Technology space. Peter Travena has advised that by Department guidelines state that it must be properly inspected, installed and signed off on.
- Anna Hopkins to follow up tube stock for planting at school.
- Next Working Bee scheduled for late Term 3
- Need to purchase 'child' sized gardening implements
- Move Chicken Shed and yard over to main school area.

11) Child Safe Standards

- WWC all members of the public entering the school must have a Working With Children's card.
- Child Safe Code of Conduct – needs to be signed by all persons entering the school.
- Update Staff Handbook to encompass Child Safe Standard's.
- Current Duty of Care policy was missing from Child Safe Standards. Bob tabled updated policy. School Council ratified the Duty of Care policy.
- World Teachers and Education Staff Day lunch was a successful event. In future hold in Term4.

12) Parents & Friends Association

- Student Disco Wednesday 28th June 5:30 – 7:30pm. Students must be actively supervised during the Disco.
- Wood Raffle - Thank you to Terry Need for the wood donation.
- Jenni Delaney has a Fundraising idea for the end of Term 3. Mark Andrews Impersonator - run similar to last years Hypnotist night.
- Trash n Treasure items have all been finalised, Stadium is now clear.
- Market Day next Thursday 29th June if enough helpers.

MOTION: "That School Council approve above fundraising"

Moved: Emma Hughes

Seconded: Nigel Plowright

13) OH&S

- Car Park lighting. Michael O'Sullivan approached to look at the job and quote on installing security lighting off the north facing stadium wall
- Michael O'Sullivan to look at the existing security lights and work out why they're not working.

14) General Business:

- Jen Delaney has approached Prom Country Aged Care to see if she could take our Year 6 students over for regular visits. Students to visit fortnightly.

Next Meeting:

Extraordinary Meeting 26th June 2017

Finance Meeting: Thursday August 10th 3:30pm

School Council Meeting: Monday August 14th 4:30pm

Meeting Closed: 5:35pm