**FISH CREEK & DISTRICT PRIMARY SCHOOL COUNCIL MINUTES**

**FIRST NORMAL COUNCIL MEETING OF NEW COUNCIL**

*DET = Department of Education and Training*

**Tuesday 10TH March 2015 at 7.55pm**

<table>
<thead>
<tr>
<th>1) Welcome</th>
<th>New school council for 2015 and new parent member Rachel Sands.</th>
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<tbody>
<tr>
<td>2) Present</td>
<td>Ray Stefani, Brad Gale, Michelle Turner, Marion Bowron, Rachel Sands, Megan Vuillermin, Richard Gange, Kerri Smith, Howard Prosser, Ron Taylor Note Taker – Pam Seuren</td>
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<td>3) Apologies</td>
<td>Ashleigh Jordan, Stuart Tracy and Tara Ellard</td>
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<td>4) Minutes of the Previous Meeting</td>
<td>Motion: “That the Minutes of the meeting held on 10th February, 2015 be accepted and endorsed” Moved: Megan Vuillermin Seconded: Howard Prosser Carried</td>
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<tr>
<td>5) Business Arising from the Minutes</td>
<td>Date and Time for council meetings to remain the same – 2nd Tuesday of the month from 7.30-9.00pm Motion: “That the date and time for council meetings to remain the same” Moved: Michelle Turner Seconded: Kerri Smith Carried</td>
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<tr>
<td>6) Essential Business</td>
<td>School Council “Standing Orders” and ‘Code of Conduct’ – affirmation of principles Motion: “That our school council “Standing Orders” and ‘Code of Conduct’ be accepted and endorsed” Moved: Howard Prosser Seconded: Rachel Sands Carried</td>
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<tr>
<td>a) Standing Orders and Code of Conduct</td>
<td>Motion: “That all sub committees be accepted and endorsed” Moved: Ray Stefani Seconded: Rachel Sands Carried</td>
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<tr>
<td>b) Forming of Subcommittees</td>
<td>Finance – Ron Taylor, Brad Gale, Michelle Turner, Pam Seuren Building &amp; Grounds (including OHS) – Richard Gange and Ray Stefani Motion: “That all recommendations by staff be accepted and endorsed” Moved: Rachel Sands Seconded: Megan Vuillermin Carried</td>
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<tr>
<td>c) KidsMatter Parent Opinion Survey</td>
<td>Share result and staff recommendations *Affirm the positives *Continue to build positive public relations/perceptions in the community *Take advantage of informal opportunities wherever possible (open door policy, create a learning environment that is child centred) *Allow the students to be the voice and share their successes at home Motion: “That all recommendations by staff be accepted and endorsed” Moved: Rachel Sands Seconded: Megan Vuillermin Carried</td>
</tr>
<tr>
<td>7) Early Dismissal</td>
<td>Approval sought for early dismissal on Friday 27th March – 2.20pm Motion: “That early dismissal on Friday 27th March, 2015 – 2.20pm be accepted and endorsed” Moved: Howard Prosser Seconded: Rachel Sands Carried</td>
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<tr>
<td>e) Grade 3/4 Camp Approval</td>
<td>Approval sought for Grade 3/4 Camp Philip Island Wednesday 29th April – Friday 1st May, 2015 Parent Helpers – Richard Gange and Meaghan Standfield Motion: “That the Grade 3/4 Camp Philip Island from Wednesday 29th April – Friday 1st May, 2015 be accepted and endorsed” Moved: Ray Stefani Seconded: Richard Gange Carried</td>
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<tr>
<td>f) Grade 5/6 Camp Approval</td>
<td>Approval sought for Grade 5/6 Camp Ballarat Monday 4th – Wednesday 6th May, 2015 Parent Helpers – Anthony Wilson and Jason Harding Motion: “That the Grade 5/6 Camp Ballarat from Monday 4th – Wednesday 6th May, 2015 be accepted and endorsed” Moved: Marion Bowron Seconded: Ron Taylor Carried</td>
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</tbody>
</table>
g) **Flu Vaccination**

Staff need to be protected from illnesses that may cause them to be unfit for work.

**Motion:**

"That school council approve the payment of flu vaccination for any staff who wish to be immunised"

Moved: Rachel Sands
Seconded: Richard Gange
Carried

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7) **Reports:**

**Motion:**

"That all reports be accepted and recommendations endorsed."

Moved: Howard Prosser
Seconded: Kerri Smith
Carried

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h) **Principal**

Distributed

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i) **Finance**

**Motion:**

"That the Statements of Receipts & Expenditure for February 2015 as circulated be accepted and the accounts ratified and approved for payment."

Moved: Marion Bowron
Seconded: Rachel Sands
Carried

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j) **Transfer of funds**

**Motion:**

"Approval to transfer $10,000 from BOM High Yield to Official Account for the month of February."

Moved: Megan Vuillermin
Seconded: Ray Stefani
Carried

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k) **PnF**

Balance as at 28/02/2015 $10845.32
Community Hub as at 28/02/2015 $19679.35

**Motion:**

"That the balances be accepted and endorsed."

Moved: Megan Vuillermin
Seconded: Rachel Sands
Carried

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l) **Buildings and Grounds**

Sub-committee to meet to plan working bee

**Motion:**

"That the Buildings and Grounds report be accepted and endorsed."

Moved: Richard Gange
Seconded: Ron Taylor
Carried

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m) **OHS**

Tagging and testing complete for 2015
Basket Ball nets need attention.
Ray Stefani to get quotes for permanent goal posts

**Motion:**

"That the OHS report be accepted and endorsed."

Moved: Kerri Smith
Seconded: Marion Bowron
Carried

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8) **Correspondence [Inwards]**

Letter from DET for approval to employ a Non-Contract Cleaners Panel Cleaner
DET Bulletins

**Motion:**

"That the Inwards Correspondence be received and action endorsed."

Moved: Marion Bowron
Seconded: Ray Stefani
Carried

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9) **Correspondence [Outwards]:**

Letters to Col Smith, Mark Standfield and Jeff Buckland for support and assistance with the school oval.
Letter to Bunnings requesting sponsorship for the sandpit area.

**Motion:**

"That the Outwards Correspondence be endorsed."

Moved: Ron Taylor
Seconded: Richard Gange
Carried

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10) **Business Arising from the Correspondence:**

Peter Poletti will be taking leave in May. He is organizing a replacement.

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11) **Next Meeting:**

Next Council Meeting to be held at 7.30pm on Tuesday 11th May, 2015

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12) **Closure of meeting.**

Time: 8.45pm