

ELWOOD PRIMARY SCHOOL COUNCIL MEETING MINUTES

Thursday 20 August 2015

Venue: Staffroom 7:15 PM

Chairperson Rob

Minute Taker and Newsletter Report: James

Time Keeper: James

	Time	Item	Action (who)	Date due
1	7:15	<p>Welcome, acknowledgement of country, and apologies</p> <p>Present: Rob, James, Glenn, Lauren, Christina, Anna, Michael, Barb, Nicole</p> <p>Apologies: John, Wendy, Jay, Amy</p>		
2	7:20	<p>MINUTES of previous meeting of Thursday 18 June , 2015</p> <p>Motion 2.1: Move that these minutes be confirmed as true and correct of this meeting.</p> <p>Moved: Lauren Seconded: Barbara Carried</p> <p>Matters Arising:</p>		
3	7:30	<p>CORRESPONDENCE</p> <p>Inwards as listed: Message from DET re School Council Training from Gill Callister (Secretary of DET)</p> <ul style="list-style-type: none"> • More focused training for school councils because of the outcome of the IBAC hearings • Training to be at school – possibly early next year • 4 x 2 hour modules, being governance/school president induction/strategic planning/finance • Discussion about which module should take priority • Determined that strategic planning and governance most important • To be done as part of a council meeting/possible with Elwood College • training to proceed on a date to be determined <p>Motion 3.1: Move that Inwards Correspondence be received and Outwards confirmed.</p> <p>Moved: Nicole Seconded: Glenn Carried</p> <p>Action:</p>	<p>Rob to inform DET that we want to proceed with training on strategic planning and governance</p>	
4	7:35	MAIN ISSUES / MOTIONS / GENERAL BUSINESS		

	Time	Item	Action (who)	Date due
		<p>Motion 4.1: Move that Moved: Seconded: Carried/Defeated</p> <p>Motion 4.2: Move that Moved: Seconded: Carried/Defeated</p>		
4.1	7:35	<p>FINANCE - Ralf</p> <ul style="list-style-type: none"> • Ralf reported that EPS no longer receives the EMA • School auditors requested that the process for handling of cash from the community market be better documented - no need for a policy (see below) • No action need be taken as yet on the alleged outstanding electricity accounts until the debt collector substantiates how the alleged debt is calculated <p>Motion 4.1.1: Move that the June & July Payments be ratified & other Finance Reports be accepted.</p> <p>Moved: Nicole Seconded: James Carried</p> <p>Action:</p>		
4.2	7.40	<p>SUBCOMMITTEE REPORTS</p> <p>Strategic Planning Nicole</p> <p>Report tabled? Yes</p> <ul style="list-style-type: none"> • Nicole reported that 8 policies had been reviewed/revised so far this year • Policies to go to the community with the next newsletter will be Camps/Sponsorship/Integration of students funded through PSD/Advertising • Cash Handling procedures (see finance) will not be a policy but a procedure <p>Motion 4.2.1: Move that the Strategic. Planning Report be accepted</p> <p>Moved: Christine Seconded: Glenn Carried / Defeated</p> <p>Action:</p>		
	7:45	<p>Out of School Hours Care – Nicole</p> <p>Report tabled? Yes</p> <ul style="list-style-type: none"> • Camp Australia had an assessment by the relevant 		

Time	Item	Action (who)	Date due
	<p>body and met all requirements for qualification</p> <ul style="list-style-type: none"> • So is the co-ordinator for the school program and is performing well • CA regional director is providing good service and assisting when required • 5 year contract with EPS is at the mid-point • discussed benefit of having a different program provider for the school holiday program from CA <p>Motion 4.2.2: Move that the OSHC Report be accepted Moved: Ralf Glenn Seconded: Carried / Defeated Action:</p>		
7:50	<p>Environment/ Grounds Development – Anna Report tabled? Yes</p> <ul style="list-style-type: none"> • tender for new library work has gone out – includes joinery • resurfacing work on park should be completed early next year on the oval – Port Philip council is paying for it. This would be impossible to finance from school resources • Solar project – would cost \$10-15,000 – discussion about whether it was needed <p>Motion 4.2.3: Move that the E/GD Committee Report be accepted Moved: Anna Seconded: Ralf Carried / Defeated Action:</p>		
7.55	<p>Community Engagement/ Communication: Rob Report tabled? Yes</p> <ul style="list-style-type: none"> • Web App Konnective – the rent free period has expired – EPS decided to extend for another 6 months for \$400 • Trivia night very successful - raised \$32,000 being above expectations. Funds will be used to purchased new whiteboards for grades 5 & 6 • Forever Young concert – ticket sales already at break even and likely to exceed that <p>Motion 4.2.5: Move that the Community Engagement/ Communications Report be accepted Moved: Seconded:</p>		

	Time	Item	Action (who)	Date due
		Carried / Defeated Action:		
	8:00	<p>Education Precinct (The Hub Child Care Centre, Elwood Primary, Elwood College) report Barb</p> <p>Report tabled? No (but provided subsequent to meeting)</p> <ul style="list-style-type: none"> • Discussion re EPS using science labs at Elwood College • Combined Art show next year • 100th anniversary of EPS in 2017 – there would need to be discussion in the future about planning one event or year long events. • Joint meeting of EPS council and Elwood College council moved from 22 October to 27 October – EPS meeting first and then joint meeting • Pedestrian crossing in Glenhuntly road. Poets Grove in discussion with VicRoads. It is a dangerous road. They have agreed to install crossing but we do not know when. • Their was a great response from the Staff survey <p>Motion 4.2.5: Move that the HUB Report be accepted Moved: N/A Seconded: N/A Carried / Defeated Action:</p>		
5		REPORTS		
5.1	8:15	<p>Principal's Report.</p> <ul style="list-style-type: none"> • 110 Parent surveys sent out with 50 received back. Results have not been tabulated as yet • NAPLAN results received • Reviewed both Grade 3 and 5 results • Overall - very satisfying results <p><u>Grade 3</u></p> <ul style="list-style-type: none"> • All 5 sections above state averages with some well above • Also very favourable results compared to peer schools – on average the same or better • Over a 5 year trend – the results were steady 		

	Time	Item	Action (who)	Date due
		<p><u>Grade 5</u></p> <ul style="list-style-type: none"> • All results well above the state average • Similar results to peer schools • 2 year growth hard to interpret because students might be coming from a high base level • There were high levels of relative growth – in some cases much higher than expected with a normal distribution • Overall satisfying results • Of the different sections – discussion that writing could be improved and as results should be as high as the other sections • The attitude to school survey had been received. There was a significant improvement over previous years ,which was very pleasing. It will be reported in detail at the next meeting. <p>Motion 5.1: Move that the Principal’s report be accepted Moved: James Seconded: Ralf Carried</p> <p>Action:</p>		
		Next meeting: Thursday 17 September 2015		
		Newsletter Report:		
6	8.45	Conclusion		

Minutes

Time Keeper

19 March

Anna

Christina

20 May

Barb

Nicole

18 June

Glen

Michael

20 August

James

Jay

17 September

Wendy

Amy

22 October

Ralf

Lauren

26 November

Christina

Anna