



## ELWOOD PRIMARY SCHOOL COUNCIL MEETING MINUTES

Date: Thursday 10<sup>th</sup> September 2020

Venue: Via Zoom

Time: 5pm

**Chairperson:** Andrew Gyopar

**Minute Taker:** Simon Horner

**Time Keeper:**

	Time	Item	Action (who)	Date due
1	5.00	Welcome, acknowledgement of country, and apologies  <b>Attendees:</b> Sam Casey, Edward Cook, Charlie Cooper, Rosanna Grosso, Andrew Gyopar, Simon Horner, Haydn Janney, Andy Langridge, Inouk Mackay, Michael Newton, Nicole Richards, Susan Taylor.  <b>Apologies:</b> Jay Tucker  A Quorum was present.		
2	5.05	<b>MINUTES of previous meeting of 13<sup>th</sup> August 2020:</b>  <b>Motion 2.1:</b> Move that these minutes be confirmed as true and correct of this meeting. Subject to final review. Moved: Sue Seconded: Rosie Carried.		
3	5.10	<b>CORRESPONDENCE</b>  <u>Inwards as listed:</u>  Nicole explained that she is waiting to receive the new Operations Manual from DET. So far we know that: Week 1 - remote learning for all.  Subject to Covid numbers - Week 2 – Prep to 2s on site. Grades 3 to 6 continue remote learning. Specialist teachers face to face for Preps to 2s and remote teaching for 3s to 6s.  And subject to health advice Week 4 3s to 6s back onsite.		

	Time	Item	Action (who)	Date due
		<p><u>Outwards as listed:</u></p> <p>None to report.</p> <p><b>Motion 3.1:</b> Move that Inwards Correspondence be received and Outwards confirmed.  Moved: Charlie  Seconded: Rosie  Carried</p>		
4	5.20	<p><b>MAIN ISSUES / MOTIONS / GENERAL BUSINESS</b></p> <p>To be covered in Prin Report.</p>		
5		<b>SUBCOMMITTEE REPORTS</b>		
5.1	5.20	<p><b>FINANCE</b></p> <p>Andrew presented the Finance Minutes.</p> <p>Finance is currently investigating the solar panels on the JLC building, if they are working / offsetting our electricity bills.</p> <p>Expenditure is down around 35%. Spending is being monitored by Nicole and Simon.</p> <p><b>Motion 5.1.1:</b> Move that the Finance Committee Report be ratified individually and the minutes accepted.  Moved: Sam  Seconded: Michael  Carried</p> <p><b>Motion 5.1.2:</b> Move that the August 2020 Financial Reports be accepted.  Moved: Sue  Seconded: Michael  Carried</p> <p><b>Motion 5.1.3:</b> Move that the School Purchase Cards (ending 22<sup>nd</sup> July 2020) Financial Reports be accepted.  Moved: Ed  Seconded: Sue  Carried</p>		

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5.2	5.25	<p><b>STRATEGIC PLANNING</b></p> <p>Rosie gave a Strategic Planning verbal report as there was no meeting.</p> <p>There is a new DET parent payment template to use/adapt for 2021. Simon and Deb Nelson will work on this and present to Finance Committee,</p> <p><b>Motion 5.2.1:</b> Move that the Strategic Planning Report and minutes be ratified individually and the minutes accepted.  Moved: Haydn  Seconded: Charlie  Carried</p>		
5.3	5.30	<p><b>OSHC - Out of School Hours Care</b></p> <p>Nicole gave a verbal OSHC report.</p> <p>TeamKids are now in the JLC due to the Hall building works. We are currently waiting for information regarding the holiday program, likely to be for permitted workers. We are hoping this will be confirmed and communicated soon.</p>		
5.4	5.35	<p><b>ENVIRONMENT / GOUNDS DEVELOPMENT</b></p> <p>To be covered in Prin report.</p>		
5.5	5.35	<p><b>COMMUNITY ENGAGEMENT / COMMUNICATION:</b></p> <p>No meeting / report.</p>		
		<b>REPORTS</b>		
6	5.35	<p><b>Principal's Report.</b></p> <p><u>Building works</u>  Nicole presented a PowerPoint presentation of photos showing the current building works around the site.  The hall floor has been dug up for underpinning. The new flooring will</p>		

	Time	Item	Action (who)	Date due
		<p>not be carpeted as the area is used for food during markets and hard to keep clean.            Prep C, Prep M and Prep R have moved to the new temporary portables at the back of the Senior School.            New spoon drain is being put in and will tilt away from the buildings.            The new roof work for the hall will start in two weeks.            No news on grounds grant yet.</p> <p><i>Sue left the meeting at this point.</i></p> <p><u>Staffing</u>            Congratulations to Jay on the arrival of baby Zali.            Congratulations to Laurent Thomas who is leaving us at the end of this term and taking up a Leading Teacher role at Dingley Primary School.            Sara Walsh will take over as the 1s/2s leader.            Congratulations to Steph Edwards who's baby is due in February. Steph will finish her contract with us at the end of the year.</p> <p><u>Prep videos</u>            Nicole thanked the Prep team for putting together videos for the 2021 preps and families while also teaching the current preps remotely.            On 14<sup>th</sup> September there will be a zoom for Preps 2021.            At the moment we have 110 enrolments, looking good for numbers at the moment. There has been a lot of interest from families outside the boundary wanting to come to EPS.</p> <p><u>Community</u>            Covid donations for shopping vouchers for families has started and we have already received \$2000.            Thanks to Michael for the meals he made for families, these were very popular.            Videos made by the staff, Happy Fathers' Day and No Rain by the Yard Duty Birds have been sent out on Konnective.            Free webinars will be available before coming back in Term 4 regarding wellbeing and to help reduce anxiety. Information will be sent out on Konnective.</p> <p><b>Motion 6.1:</b> Move that the Principal's report be accepted            Moved: Inouk            Seconded: Ed            Carried</p>		
7		Next meeting: <b>22<sup>nd</sup> October 2020</b>		
8		Conclusion – Meeting closed at 6pm		

**Future School Council Dates:**

22<sup>nd</sup> October

26<sup>th</sup> November

DEC TBA