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**SCHOOL COUNCIL MINUTES**

**DATE:** Monday, 27th August, 2018

**TIME:** 7:00 pm

**VENUE:** Strathmore Primary School

**CHAIR:** Heidi Fitzpatrick

**ATTENDEES: DET**

Peter Olm (Acting Principal)

Wayne McKenzie (Secretary)

Gabi Panozzo

Rose Swindon

**PARENT**

Heidi Fitzpatrick (President)

Roger Farley (Vice-President)

Meagan Taylor (Treasurer)

Matt Finlay

Travis Jones

Suzie Beayni

Elizabeth Toy

**COMMUNITY**

Liz Astruc

**MINUTE TAKER:** Wayne McKenzie

**VISITORS:** NIL

**CONFLICT OF INTEREST:** None reported

**QUORUM REQUIREMENTS**

A Strathmore Primary School meeting must operate with a quorum. A quorum requires not less than one half of school council members currently holding office to be present at the meeting and the majority of members present must not be Department employees for the purpose of a quorum.

**CONFLICT OF INTEREST**

If a member of the Strathmore Primary School Council or their immediate family has a direct conflict of interest (including a pecuniary interest) with a matter under discussion at a school council meeting that member must not be present …

* During the discussion unless invited to do so by the person presiding over the meeting
* When a vote is taken on the matter

The declaration of interest should be included in the minutes of the meeting.

**MINUTES**

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| 1. **Welcome** | |  |  |
| 1. **Apologies** | | Rose Swindon |  |
| 1. **Quorum** | | The chairperson noted that a quorum was present. |  |
| 1. **Conflict of Interest** | |  | None declared |
| 1. **Minutes of the previous meeting** | | Minutes of the meeting held on 30th July, 2018 were previously distributed. | Motion:  “That the minutes of the meeting held on 30th July, 2018 be accepted.”  **Moved**: Travis  **Seconded**: Gabi  **Carried** |
| 1. **Business arising from the minutes** | | | |
| 6.1 |  | |  |
| 1. **Priority Items** | | | |
| 7.1 Student Attitudes to School Survey | 2018 results presented by Peter Olm | |  |
| 7.2 Building Project Update | Progress report from Roger.  Second slab laid  Steel works are the next step  Financial position is strong and tender options are being looked at should contingency money remain. Further discussions to take place when the project reaches 80% completion. | |  |
| 7.3 |  | |  |
| 7.4 |  | |  |
| 1. **Reports** | | | |
| 8.1  Principal’s Report | As tabled and presented by Peter Olm | | Motion:  “That all reports be accepted and recommendations endorsed.”  **Moved**: Meagan  **Seconded**: Matt  **Carried** |
| 8.2  Finance sub-committee | As tabled and presented by Meagan Taylor. See Finance sub-committee minutes dated 15th August, 2018 for details.  Discussion around changes parent payments for next year:  What information are we bound to give to parents and carers?  Suggested that Elizabeth be involved in further work with the Finance Committee to ensure compliance. | |
| 8.3  Education Sub-committee | As tabled and presented by Gabi Panozzo.  See Education sub-committee minutes dated 16 August, 2018 for details.  Future meeting dates …  18th October, 2018 @ 5:30  15th November, 2018 @ 5:30 | |
| 8.4  Buildings & Grounds Sub-committee | Reported as Building Project Update | |
| 8.5  Parent Club Report | As tabled and presented by Liz Astruc.  Fundraising discussion and update from previous meeting. Parent Club recommends we raise funds for playground area using “Chuffed” website. Further details such as a target amount and specific project details to be further investigated.  Request that we obtain a report on the financial position of the Parent Club.  Request for quotes to be obtained to ascertain a target figure for fundraising. | |  |
| 1. **General Business** | | | |
| 9.1 |  | |  |
| 9.2 |  | |  |
| 1. **Correspondence** | | | |
| 10.1  Incoming | DET bulletins.  Invitation to invite the community participate in Melbourne University – Tuning into Kids research project  Invitation for school staff to participate in a Monash University research project. | | Motion:  “That we as a school we invite the community to participate in Melbourne University – Tuning into Kids research project”  Moved – Heidi  Seconded – Roger  **Carried** |
| 10.2  Outgoing | None | |  |
| 1. Next Meeting | **Monday, 29th October, 2018 @ 6:30**  **Monday, 26th November, 2018 @ 6:30**  *(it has been suggested that our last meeting take place in November followed by the SC end of year dinner, leaving the hectic month of December meeting free.* | |  |
| 1. Closure of Meeting |  | |  |

President or person who presided at the previous meeting to sign once minutes have been approved by school council.



3 September 2018

**NOTE: RECORDS AND INFORMATION MANAGEMENT**

School Council minutes, agenda and correspondence are considered permanent records and are to be maintained I n the school until such time as they can be transferred to the Public Record Office Victoria.

Councils may use electronic copies of minutes, agenda and correspondence for distribution purposes, however hard copy versions must also be maintained.