

Watsonia Heights P.S. School Council

Minutes of Meeting Held on 20th July 2009

Meeting Opened: 7.30 p.m.

1.0 *Andre Van Eeken welcomed everyone to the meeting and also welcomed our new acting principle Kate Saunders. He thanked her for taking up the position for the rest of the year. Anne Rae from region was also in attendance and Andre thanked her for coming to advise the school council of the requirements for employing a new principle. Andre then opened the meeting.*

1.1 Present:

Jennie Pierson, Andre Van Eeken, Owen Cahill, Meg Turnbull, Rachel Phillips, Adam Romano, Les Oliver, Sally Veran, Kate Saunders, Stephen Hird, Kim Powell

1.2 Apologies:

Damien Butters, Sharni Webb, Rohan Pierce

1.3 Anne Rae (regional network Leader) extended her condolences to the staff and school community on the passing of Jan Bobin. Anne thanked Jennie Pierson for fulfilling the role of Acting Principle over the past 18 months and commended her on her outstanding efforts. Anne also thanked Kate Saunders for taking up the position of Acting Principle for the rest of this year.

Anne handed all members and staff of School Council information about what is involved in appointing a new principle. This information is attached. Anne then explained the process and was open for questions. School Council understands their requirements and with Kate's help will begin the process. Anne may attend another meeting further into the process if required. Anne also stated that School Council members will be required to sign a Confidentiality form as this is essential for the process.

1.4 Minutes from previous meeting read and accepted as true and correct:

Moved: Rachel Phillips

Seconded: Owen Cahill

1.5 Business arising from Previous Minutes:

There is no business arising from Previous Minutes.

1.5 Correspondence: Nil correspondence received.

2.0 Reports:

2.1 Treasurer's Report: As presented and tabled by Adam Romano and is attached.

Cheques 16303-16326, Direct Debits, B-pay and Bank Cheques.

Ratified by S.C.

Moved: Rachel Phillips Seconded: Kim Powell

2.2 Finance: As presented and tabled by Adam Romano and is attached.

Moved: Stephen Hird Seconded: Rachel Philips

2.3 Principal's Report: As presented and tabled by Jennie Pierson. Report is attached.

A neighbour has contacted the school in regards to the fence line. The section of fence between his property and the school is in need of repair. Mr. D'Onofrio has said that he can rebuild the fence if the school is prepared to pay half of the cost of materials. Jennie has asked for a quote and if this falls within reasonable costing School Council agreed to have the fence fixed. Jennie will also ask Mr D'Onofrio to sign a working for the school voluntarily form to cover Mr D'Onofrio if any injuries occur. This will be covered by the school's Public Liability Insurance.

2.4 Building and Grounds: Presented by Stephen Hird.

This is Stephen's first year on School Council and he thanked Jennie Pierson for her help and support.

The next working bee is on the 1st August, starting at 8.00am, finishing at approximately noon. The following tasks are priorities for this day:

- Crushed rock for teacher's new car park.
- Wooden seats stumps removed.
- Railings around asphalt.
- Finishing of the garden behind Music centre.

Jennie will put a notice out for helpers for this working bee.
Meg and Jennie will organize the BBQ.

Stephen will approach Bunning's about donating some materials for the garden bed.

The new garden beds behind the canteen will be a separate project. Stephen will organize all equipment/materials and co-ordinate a day to build four new garden beds.

2.5 Education:

Head Lice Program – all documentation is now in place. Parents have already shown a lot of interest in being involved in the program and are willing to check children's head for lice. Kim and Jennie will meet in the next week to organize forms for parents to sign – confidentiality also a permission form that will last the entire time the child attend our school. Samples of these will be presented at the next meeting for approval. Kim and Jennie will also inform School Council of the parents that they feel would be able to complete the task.

2.6 Parent's Association Report: As presented and tabled by Meg Turnbull and report is attached.

The P.A. does not feel that a Trivia Night will be viable this year due to the short period of time to organize and since one was held earlier in the year business are not as willing to give as previous years.

Therefore it has been put forward to run a raffle night on the 17th October.

Basic concept of this event is prizes are sought from businesses, local and non-local. These prizes are then numbered and people attending the evening purchase raffle tickets. All those who purchase tickets are in every raffle until a ticket wins a prize or the prizes run out. Games and spinning wheel will be utilized on the night. It is also hoped to run a silent auction for some larger prizes. We also hope to have memorabilia auction.

The cost for entry to this event is nothing. Those in attendance can purchase \$5, \$10 or \$20 books of tickets. As many books as they choose. It will be a B.Y.O food and drink event. Tea and coffee will be supplied. Meg is willing to co-ordinate this event as she has been involved in the running of them before.

Meg will draft a letter and distribute to members of the committee and school community who will be able to source prizes.

School Council agreed with the running of a Raffle Night.

2.7 O.S.H.C. Report: as presented by Kate Saunders.

Numbers at O.S.H.C are at a high, averaging between 15-20 in the morning and 18-20 in the evening.

Personal Development Training needs to be addressed. This was discussed at previous meetings and School Council had agreed training is required but the funding for this should be from the O.S.H.C. budget. Jennie will investigate this further and revisit the budget to see if this is viable. At the next School Council meeting Jennie will present the outcome of the investigation.

Fee structure – there is no option for late cancellation. At present it is at 15% of the session. Jennie and Kate will speak with Kathryn in regards to this as School Council feel it should remain at this penalty. Further discussions will be held on this topic at the meet meeting.

Resumes have been received for two relief staff members. Kathryn will organize interview and submit recommendations for employment to School Council.

Provisional Licence application has been submitted, and a reply should be forthcoming.

2.8 Canteen Report:

The school's Food Premises License is out of date. It is believed that this has been renewed but is yet to be displayed. Jennie will investigate this and if the school is required to renew she will complete this.

2.9 Promotions:

Jennie is acquiring two new signs for Prep enrolment to be displayed on Henry and Elder Streets.

3.0 General Business: Nil general business

Meeting Closed: 9.30p.m.

Next Meeting: T.B.A.