



SCHOOL COUNCIL MINUTES

Meeting Monday 10th February 2020 -at 6.30 pm

For the attention of

Naomi, Trevor, Nicole, Mark C, Mark H Kerri, Ainslie, Vanjalyn, Jenai, Jane and Lee' Anne
(2 vacancy)
Corrine Humphrey (Minute Taker)

Welcome to 2020 School Year		
Apologies VS, KS, JJ, MH, MC		QUORUM YES
ITEM	DETAILS	ACTION (Recommended or Taken)
Minutes of the Previous Meeting	Minutes of the meeting held on 10 th December 2019 were previously distributed.	That the Minutes of the meeting held on 10th December 2019 be accepted Moved: JF Seconded: NM Accepted
Essential Business School Policies for 2020	School Finance Policies for 2020(Tabled and emailed)	School Council approves and Endorses the following finance policies for 2020 Advertising Policy Asset Management policy Cash Handling Policy Electronic Funds & Internet Banking Policy Gifts and Benefits Policy Purchasing Card Policy Refund Policy Moved: JF Seconded:NM Accepted
School Purchase Orders	Endorsement of 2020 Purchase Order Signatories Naomi Reed Nicole Matsoukas Corrine Humphrey (Bus Mgr)	The School Council approve and endorse Naomi Reed, Nicole Matsoukas and Corrine Humphrey to sign and authorize official order forms with eSchools ordering system for the purchasing of goods and services. Moved: JF Seconded AW Accepted

<p>EFTPOS Transactions</p> <p>School Bank Accounts Official Account HYIA</p>	<p>EFTPOS Transactions in 2020The following staff members are authorised to process EFTPOS transactions in 2020</p> <p>Christina Kenney Nicole Henderson Menik Weliange Corrine Humphrey (Authorising Officer)</p> <p>4 Signatories to account</p> <p>(School Principal and one other authorised signatory must sign))</p> <p>Naomi Reed Nicole Matsoukas Mark Chludzinski Ainslie Waters</p>	<p>The School Council accepts and endorses the following staff members to process EFTOS transactions in 2020</p> <p>Christina Kenney, Nicole Henderson Menik Weliange, Corrine Humphrey (Authorising Officer)</p> <p>Moved: NM Seconded JF Accepted</p> <p>The Council endorses the signatories to High Yield and Official accounts</p> <p>Naomi Reed Nicole Matsoukas Mark Chludzinski Ainslie Waters</p> <p>Moved: JF Seconded TMC Accepted</p>
<p>Correspondence In</p>		<p>Vanjalyn Sharma has resigned from School Council</p>
<p>Principals</p>	<p>Attached to agenda</p> <p>Student numbers 499 including 8 International students Plumbing problems in boy’s toilets in Wattle building Admin front of house painted School is turning 50 in 2020 Fundraising suggestions (refer to Fundraising notes) New House system for 2020 - sense of pride for students</p> <p>Standing Order and Annual Report to be tabled at March Meeting School Council Elections/Nomination for 2020 are now open (4) Parent Category (1) DET vacancies</p>	<p>The School Council Standing Order to be presented at March meeting with New School Councillors</p> <p>Moved: LG Seconded JF Accepted</p>
<p>End of Year Finance Reports</p>	<p>Attached to agenda</p> <p>Reports for EOY 2019 are tabled</p> <p>Finance Commitment Summary Operation Statement Balance Sheet</p>	<p>The School Council approve Financial Commitment summary, Balance Sheet and Operating Statement for the previous year 2019 as presented</p> <p>Moved: JF Seconded: TMC Accepted</p>

	<p>. P & L Canteen (Trading Operation) \$6,647.50 Profit</p> <p>. P & L Fundraising \$8,867.91 Profit</p> <p>P & L JSC \$2,635.00 Profit to be carried over to 2020 for Playground Fundraising</p>	<p>The School council approves the Canteen as a Trading operation in 2020. School council accept and endorse the Profit and Loss for the Canteen Trading Operation for the year ending 2019. As noted there was a profit of \$6,647.50</p> <p>Moved: JF Seconded: LG</p> <p>Accepted</p>
Permission to Write off Charges prior to end of 2020	All outstanding Charges relating to 2020 including Camp, swimming, Essential Education Items, Excursions and Activities	<p>School Council approve the writing off of outstanding charges in 2020 prior to the end of the school year</p> <p>Moved: NM Seconded: AW</p> <p>Accepted</p>
BDA for Revenue in Advance 2020		<p>The School council accepts the presented Balance Day Adjustment Journal batches 12582 and 12583 pertaining to revenue received in advance/and or prepaid expenses for 2020</p> <p>Moved: JF Seconded: NM</p> <p>Accepted</p>
Finance Report December 2019 January 2020	<p>Attached to agenda</p> <p>Operation Statement</p> <p>Balance Sheet</p> <p>SRP Budget Report 201916</p> <p>All other reports were presented/abled to Finance Committee and are tabled at School Council</p>	<p>School Council move \$98,538.05 (Dec 2019) and \$45,961.39 (Jan 2020) payments endorsed, and all presented reports accepted as a true and correct depiction of the Chandler Park PS Finances for the months of December 2019 & January 2020.</p> <p>Moved: JF Seconded: JF</p> <p>Accepted</p> <p>The School Council move all statements and payments of \$2,808.99 (Dec 2019) and \$3,546.02 (Jan 2020) for the School Purchase Cards for December 2019 and January 2020 to be accepted</p> <p>Moved: TMC Seconded: JF</p> <p>Accepted</p>
2020 Indicative Budget (Tabled)	Increase of \$16000.00(capital expenditure) to Building Services budget due to new key system installation at the school	<p>The School Council accept and endorse the amended indicative budget for CPPS for 2020</p> <p>Moved: LG Seconded: JF</p> <p>Accepted</p>
Fundraising	<p>2020 Fundraising Calendar - Passed in 2019</p> <p>GST Treatment of Fundraising, JSC, Graduation Bears and Class BBQ's</p>	<p>The CPPS School council approves/endorse, unless otherwise stated all Fundraising, JSC, Graduation and Class BBQ activities will be run as Non Profit sub Entity (NPSE) for GST purposes until 31 December 2020 (no GST applicable to revenue or expenditure)</p> <p>Moved: LG Seconded: NR</p> <p>Accepted</p>

Fundraising cont...	Fundraising Suggestions for 2020 (NR) Shade sails for the Portables Play equipment next to Wattle building for Year 1-2 students Tiger turf along the concrete path leading down to the track and seating	
Canteen	GST Treatment of Canteen as a Trading Operation	The CPPS School Council approve the Canteen Trading Operation within the school to operate as input taxed for GST purposes. The input taxed canteen is planned to be operated by CPPS in the year ended 31 December 2020 and all relevant financial transactions will be accordingly recorded in the schools accounting and taxation records as input taxed for BAS reporting purposes. Moved: JF Seconded: NM Accepted
Staff Association	GST Treatment of Staff Association as Out of Scope (NP6)	The CPPS School Council notes that Staff Association is considered an independent organization run by the Staff for various Staff activities/functions Staff contributions to the Staff Association are not School funds and All Staff Association expenses are out of scope and should be coded NP6 Moved: JF Seconded: LG Accepted
Facility Report	No report	
Curriculum Report	Presented by NM	Wellbeing – understanding school values Maths- Significant focus in 2020- use experienced teachers to model to others English- Developing teacher capacity Digitech- Focussing on student voice
General Business	Waratah toilets locked Pavers Uneven in front of Hall Weatherboards coming off hall and flyscreens missing Rosebushes need trimming First aid	Need to ensure external doors to toilets are opened in the morning Fev to investigate other options for pathway Fev to investigate Fev to trim rosebushes. Ensure that first aid available in all zones at sporting events First Aid attendant to start early on first day of school
MEETING CLOSED 7.46 pm		

Dates for 2020 Council Meetings

Meetings will be held at 6.30pm on the following Tuesdays in 2020

**March 17th (AGM), April 28th May 19^t, June 16th, August 11th, September 16th, October 20th
(2021 budget), November 17th and December 8th (Dinner)**

Next Meeting – March 17th at 6.30 pm

Annual General Meeting

New Councillors