

SCHOOL COUNCIL MINUTES

Meeting held on Monday 15th June at 6.30pm

MEETING WILL BE HELD IN STAFF ROOM and REMOTELY VIA WEBEX

Nicole, Trevor, Mark H, Ainslie, Kerri, Mark C, Jenai, Jane, Lee'anne, Ross, Betty and Kathy
Corrine (Minute Taker)

Meeting opened 6.40pm		
Apologies LG, KH, JJ		QUORUM YES
ITEM	DETAILS	ACTION (Recommended or Taken)
Minutes of the Previous Meeting	Minutes of the meeting held on 19 th May 2020 were previously distributed.	Motion That the Minutes of the meeting held on 19 th May 2020 are true and correct Moved: JF Seconded: MH Accepted
Business Arising	Business Arising from previous minutes	External Gates Still being investigated. CCTV Manual rewritten by DET. Blind spots need to be monitored at Locharn and Merrick St gates
Correspondence In	Locharn Cres –Drop-off Interest Rate CBS(HYIA) Adjusted to 0.5% effective 1 June 2020	Motion/Action The School Council recommend that we seek guidance from City of Dandenong Council in regards to safety outside school gates. Moved: KS Seconded MC Accepted
Principals	Principals Report presented by NM Welcome Liri (replacing Laura) and Lauren (replacing Maddie) in term Swimming in T3 postponed. Looking at T4 options Minor Building Works Grant due 14 th August Annual Report to the Community (tabled)- held over to next meeting due to discrepancy in reports Minor Capitals Work Fund Advertised Curriculum Day Care with community	Motion The 2019 Annual Report is accepted and ratified by School Council and is a true account of the Financial position of the school and signed by School Council President. (Held over) The School Council ratify adding Curriculum Day on 12 th August to replace 14 th April Moved MH Seconded JF Accepted

Policy		<p style="text-align: center;">Motion</p> <p>Moved: Seconded</p> <p>Accepted</p>
Finance	<p>The following reports for May 2020 are attached to Finance Reports</p> <p>Balance Sheet</p> <p>Operating Statement</p> <p>SRP Report 201922</p> <p>All other reports were presented to Finance Committee</p>	<p style="text-align: center;">Motions</p> <p>School Council move \$52,255.05 payments endorsed, and all presented reports accepted as a true and correct depiction of the Chandler Park PS finances for the months of May 2020 be accepted</p> <p>Moved: MH Seconded: MC</p> <p>Accepted</p>
School Purchase Card	<p>The following Purchasing Card statements for the month of May 2020 and have been tabled</p> <p>Mark Chludzinski</p> <p>Corrine Humphrey</p> <p>Ainslie Waters</p>	<p>The School Council move all statements and payments of \$3,507.89 for the School Purchase Cards for May 2020 to be accepted</p> <p>Moved: JF Seconded TMC</p> <p>Accepted</p>
Bank Account Signatories	<p>Removal of Naomi Reed as a signatory from Bank Accounts</p> <p>Current Bank signatories</p>	<p>The School Council approves and authorises the removal of Naomi Reed as a signatory for the listed Bank Accounts</p> <p style="padding-left: 40px;">High Yield -10001 (Westpac)</p> <p style="padding-left: 40px;">Official Account- 10002 (CBA)</p> <p>Moved: MC Seconded KS</p> <p>Accepted</p> <p>The School Council approves and authorises the following signatories for the Bank Accounts</p> <p style="padding-left: 40px;">High Yield -10001 (Westpac)</p> <p style="padding-left: 40px;">Official Account- 10002 (CBA)</p> <p>Nicole Matsoukas (Acting Principal)</p> <p>Ainslie Waters</p> <p>Mark Chludzinski</p> <p>Moved: JF Seconded MH</p> <p>Accepted</p>
School Audit Nov 2019	<p>2 Audit items identified as Procedure performed with exception</p> <p>Voluntary Contributions</p> <p>Asset Stocktake (every 2 years)</p> <p>Asset Stocktake Guidelines 13.7</p>	<p>Invoice entered prior to receiving Voluntary contributions- Must receipt funds prior to invoice</p> <p>Asset stocktake every 2 years, however, audit stated attractive assets must be sighted every term.</p> <p>“Guidelines state it would be prudent to sight at least once a term”</p>

Fundraising	No fundraising discussed	Motion Moved: Accepted	Seconded:
Curriculum	Included in Principals Report	Moved: Accepted	Seconded:
Facilities	Attached Highlighted by MC		
General Business	All General business items must be communicated to School prior to meeting and will be included in Agenda	Celebrate retirement of Naomi Reed at special assembly	
MEETING CLOSED	7.40pm		
<p>Extraordinary Meeting Tuesday 23th June 6.00pm to 6.30pm (all to attend except NM)</p> <p>Next School Council meeting is 11th August</p> <p>15th September, 20th October, 17th November and 8th December</p>			