

GROVEDALE PRIMARY SCHOOL COUNCIL MEETING

Monday 2nd March 2020 @ 8.20 p.m. @ Grovedale Primary School

Present:

Apologies:

Absent:

Welcome by School Council President

Confirmation of minutes

Motion: “That the minutes of the previous meeting of Monday 2nd December 2019 be accepted as true and correct.”

Moved: and **Seconded:** and (Carried)

BUSINESS ARISING

None

CORRESPONDENCE

In:

Out:

Child Safe Standards: The school works with DHS and various agencies to support some of our children.

AIP Update: One page document has been provided to all classrooms which makes it much easier to read the goals. A copy will be emailed out to all school councillors.

REPORTS / SUB COMMITTEES

Principal

Report presented by the Principal

Motion: “That School Council approves the Principal’s report as presented.”

Moved: and **Seconded:** and (Carried)

Finance

Report presented by the Business Manager

Financial Commitment Summary

The signed Financial Commitment Summary for year ended 31 December 2019 was presented.

Purchasing Card

The Cardholder Register was presented to School Council

Facility limit: \$8,000.

Cardholders:

Monthly limit for Principal: \$4,000.

Monthly limit for Business Manager: \$4,000.

Authorised signatories: Principal and School Council President

Verifying Officers: Principal, School Council President,
Business Manager

Monthly Cardholder Transaction Reports: To be signed by 2 of the following: Principal,
School Council President and Treasurer

Motion: “That School Council endorses the school purchasing cardholder register of card holders and limits as presented.”

Moved: and **Seconded:** and (Carried)

Policies

The following policies were presented: Internet Banking, Parent Payments, Purchasing Card, Electronic Funds Management & Cash Handling.

Motion: “That School Council approves and endorses the Internet Banking, Parent Payments, Purchasing Card, Electronic Funds Management & Cash Handling policies as presented.”

Moved: and **Seconded:** and (Carried)

Official Order forms

Motion: “That School Council approves and endorses the Principal, the Assistant Principal, the Business Manager and the Acting Assistant Principal as the list of officers approved to sign official order forms.”

Moved: and **Seconded:** and (Carried)

Signatories

Motion: “That School Council endorses the financial delegation authority to the Principal, Assistant Principal, Treasurer and School Council Member as signatories to the Grovedale Primary School Official Account and High Yield Investment Account. There is a requirement that there be 2 signatories for each authorisation.”

Moved: and **Seconded:** and (Carried)

Motion: “That School Council approves the Purchasing Card statements from 23rd October 2019 to 24th November 2019 and 25th November 2019 to 22nd December 2019 as presented.”

Moved: and **Seconded:** and (Carried)

Motion: “That School council approves the Finance reports for December end of year 2019 and January 2020 as presented.”

Moved: and **Seconded:** and (Carried)

Motion: “That School council approves the following fundraising events: Entertainment Book (digital), Easter raffle, Mother’s Day cookies, Chocolate Drive, Bunnings BBQ and Father’s Day gifts.”

Moved: and **Seconded:** and (Carried)

Motion: “That School Council approves that fundraising events will be treated as no GST applicable to revenue or expenditure.”

Moved: and **Seconded:** and (Carried)

Subsidising of camps and excursions.

Motion: “That School Council approves the subsidising of camps and excursions with the discretion of the Principal and the Business Manager.”

Moved: and **Seconded:** and (Carried)

Environment

Report presented by the Principal

Motion: “That School Council approves the Environment report and recommendations as presented.”

Moved: and **Seconded:** and (Carried)

Motion: “That School Council approves 5 air conditioners be replaced in rooms 5, 7, 8 and the multi-purpose room and the quote be within 15% of the quotes presented.”

Moved: and **Seconded:** and (Carried)

Motion: “That School Council approves the use of Aspect Tree Management to carry out necessary tree removal and clean up as presented in the document provided.”

Moved: and **Seconded:** and (Carried)

Curriculum

Report presented by Assistant Principal

Motion: “That School Council approves the Curriculum report as presented.”

Moved: and **Seconded:** and (Carried)

Motion: “That School Council approves the following activities:

Year 5/6 Grovedale College Transition.
Year 5/6 Oberon High School Transition.
Summer Lightning Premiership Year 5/6.
Division Swimming (selected students).
Young Leaders Conference (School Captains)
Rice Village – Book Week
School Photos
Cross Country
Swimming Program – Term 2

Moved: and **Seconded:** and (Carried)

Motion: “That School Council ratifies the Acceptable Use Policy”

Moved: and **Seconded:** and (Carried)

GENERAL BUSINESS

Roles & Responsibilities
Standing Orders
Policies

School Council and subcommittee meeting dates for 2020

Mondays starting at 5.30pm.

Term 2 **20th April** **1st June**

Term 3

Term 4

Meeting closed 8.55pm

<u>Action</u>	<u>Responsibility</u>
School Council Self Assessment Tool	All school councillors
Asphalt quote and design for garden bed	Staff member