Chairperson: Melanie Baak

Minutes for the meeting held on
Wednesday 19th March 2014 at 7.00 pm in the Library

1. Welcome and Apologies

   Present: Melanie Baak (Chairperson), Anne Franks (Principal), Julie Rackham (Vice Chairperson), Stephen Duffield (Treasurer), Brooke Hodgson (Secretary), Jacqui Merkel, Gabby Combe, Jo Wilsdon, Kylie Sawley.

   Apologies: Bill Clarke, Jo Piggett, Emma Grossman, Monika Jackson, Jenny Stringer (Staff Rep)

2. Confirmation of minutes of previous meeting

   a. Jacqui Merkel moved that these are true and correct, Seconded by Julie Rackham, all in favour.

3. SRC Representative and Presentation

   a. Welcome to William Crouch who has attended tonight’s meeting to share the SRC Report with Governing Council. The first SRC meeting will take place this Friday and the four leaders will be going to Adelaide for the National Young Leaders Day at the Entertainment Centre next week.

   SRC received a letter from Governing Council re SRC Selection Process and will discuss further at their first meeting this Friday.

   Please see Attachment A – SRC Report

4. Business arising from previous minutes

   a. GC Training (Anne to investigate possibility of Rob Larson to provide informal training)

      Rob Larson is available to attend a Governing Council Meeting. However, Terry Sizer (Education Director) has offered to attend our next Governing Council meeting to provide some guidance on Governing Council and answer any questions we may have. All are in favour of accepting Terry’s offer to attend, Anne will contact and organise for our next meeting on 14th May.

   b. Anne to email declaration of not for profit organisation

      Anne notified Governing Council that this has not been done as yet, this will be completed in the near future.

   c. Anne to check an easy way to look up UV rating

      Anne has investigated and is discussing the possibility of students being responsible for this and perhaps providing a board with an arrow to indicate the UV rating each day. Anne to continue organising and keep Governing Council up to date.
d. Anne to place a note in the newsletter to remind parents of opt in option for SMS and email option for notifications and newsletters.

This has been completed.

e. Constitution update will be discussed later in the meeting.

f. Sporting Events selection.

This was discussed at the last Staff Meeting with an agreement that preference be given to year 7’s filling positions over year 6’s unless there is an obvious difference in talent.

Discussion held on concerns over the way SAPSASSA selects students, governing council to investigate these concerns further and follow up with SAPSASSA organisers.

Governing Council moved to send a letter listing our concerns to Karen Abbott, concerns we have are as follows

i. Children having to be members of a sporting club to be able to try out? Why, since this is a school run event not a club based event.

ii. Clarification of school pre-selection process, is there one or would they like one?

iii. Transparency of training sessions or try out dates being available to everyone and not just selected students

All in favour of contacting SAPSASSA, Brooke to draft and send out letter.

5. Correspondence

a. In

- Cancer council invitation to join Sun Smart Schools Program, passed on to Anne, she is interested in joining this.

- Itemised Shade Flyer, passed on to Grounds Committee

- Personalised Pavers flyer, passed on to Ground Committee.

b. Out

- Letter from Governing Council to SRC re SRC Selection Process

- Thank you letters to previous Governing Members.

6. Principal’s Report

a. Principals report presented by Anne Franks Please see Attachment B

7. Financial Report and budget approval

a. Presented by Stephen Duffield Please See Attachment C

i. Audit Report conducted on last years budget has been received. Please see Attachment D

ii. Bad debts of $323.00 ($219 + $104) Stephen Duffield moved that these be written off as bad debts after advice from Debt Collectors. Jacqui Merkel seconded. All in favour.

Budget was moved to be accepted by Melanie Baak, seconded by Brooke Hodgson. All in favour.

A Caring Place To Learn
8. **Education Committee Report**
   a. There has not been an education committee meeting as yet. Anne to organise the first meeting.

9. **Grounds/Building Report**
   a. Presented by Melanie in Bill’s absence. *Please see Attachment E*

10. **Round Table / Any other business**
    a. Discussion held on idea of a behaviour management slip being introduced to keep all teachers and parents involved of behavioural incidents. Anne to take on board and will be working closely with the new Counsellor when they begin. This was extended to perhaps have an internal staff note so that all teachers are aware of any incidents that may happen in different classes ie PE and Health.
    b. Food tolerance / Food Allergy – Anne to clarify the wording of this form as it indicates that only allergies should be noted and not inclusive for food tolerances.
    c. Cleaning of the fridges, Anne is in the process of organising a roster amongst staff to ensure all fridges are in a clean and tidy state. There may be assistance from students to help keep them clean also.
    d. Anne distributed some information pages on the role of Governing Council.

11. **Kindy Report**
    a. Presented by Jacqui Merkel, *Please see Attachment F*

12. **Parent Club Report**
    a. Gabby Combe notified Governing Council that a meeting was held today, a few issues will need to be discussed again at the next meeting as Anne will need to be in attendance. There are small but steady numbers attending Parent Club.

13. **Staff Report**
    a. Presented by Anne in Jenny Stringer’s Absence. *Please see Attachment G*

14. **Next Meeting Date**
    14th May 2014, 7pm in the library.

*Meeting closed 9:05pm*