

**SCHOOL COUNCIL MEETING – 14TH NOVEMBER 2017
MINUTES**

Present	Andrew Gallagher, Jason O'Neill, Vanessa Wild, Nikki Mannes, Alicia Martin, Mark Costello, Kevin Reade
Apology	Sian Knight, Sal Symes, Sandra Hearn
Meeting Opened	6.05 pm

MINUTES from October 2017 meeting tabled

Amendment – at October meeting there was a motion for Andrew Gallagher to contact Regional Office regarding Principal position 2018 – first point of contact via phone, then if necessary a follow-up letter requesting information for the 2018 school year. This motion was omitted from the minutes.

Motion: that the Minutes from October 2017 to accepted with the above amendment.

Moved: Alicia Martin Seconded: Nikki Mannes CARRIED

BUSINESS ARISING

Fire Pump	Andrew to follow up
Grounds Committee	Andrew to follow up
Eaglehawk meeting 2/11/2017	Andrew unable to attend so no report
Electricity	Andrew to contact Craig Arrowsmith for Castlemaine 'solar-man' details

CORRESPONDENCE

In: Just prior to the meeting and email was received regarding the Victorian government investing in Victorian School Infrastructure -	Eppalock Primary School will be in the first year of this news program (2018) – more information will be forwarded to the school in the new year
Out: Nil	

FINANCE

- Prior to this General meeting, the Finance Committee met and examined the Financial Reports for the month of October 2017.
- Jason went through the Finance Reports with Council members.
- SRP Budget Management report ending 11th November 2017 shows a \$25,518 DEFICIT which Council is aware of.
- CRT / Drama Music Budget areas have been amended to reflect costs – previously Drama Music salary was being taken from the CRT budget area.

Motion: "That the financial statements for **OCTOBER 2017** be accepted. All payments (including investment transfers, employee payroll, direct deposits, EF payments/receipts and cheques) and investment account transfers be ratified and journals processed for the month are ratified and approved."

Motion: "That School Council accepts the Balance Sheet for month ended **31 OCTOBER 2017.**"

Motion: "That School Council accepts the Operating Statement for month ended **31 OCTOBER 2017.**"

Moved: Andrew Gallagher Seconded: Mark Costello CARRIED

PRINCIPAL REPORT presented by Jason O'Neill

Jason went through his report with council members.

Report	Comment / Action
<ul style="list-style-type: none"> Somers Camp and Grade 4/5 Camp 2018 Students came back positive about their experiences away at Somers. There has been no new information about the Grade 4/5 Portsea camp but will show interest from Eppalock to enable some student to attend. 	
<ul style="list-style-type: none"> Energy Breakthrough We are now taking away 9 students to Maryborough. We have just received the schedule of events. We will most likely have some students stay with parents on the Thursday and Friday night. With some students staying with Mr O'Neill and ENPS on the Friday night. Students will travel across in private cars for the event. Lunches and tea will depend on schedule and who is staying. Most likely a BBQ or shared subway on the Friday night. 	Jason will speak to each individual family involved to gauge what they wish to do – travel to and from each day or stay-over in Maryborough for a night or two.
<ul style="list-style-type: none"> School Maintenance McCaigs quote for fixing heaters was \$750.00, waiting on a second quote from National Heating and AC – booked to come to quote on schedule servicing and for repairs. Clean up at back of school has begun – thanks to Martin and Webb families. Looking at a tidy-up of sensory area. Cubby house area is going to be started in the next couple of week. 	
<ul style="list-style-type: none"> Book Lists Staff have looked at these in preparation for 2018. These are tabled tonight for reference. Have reformatted how this looks for parents. Some different costs included but should remain a similar cost to last year. 	Discussion held over to General Business
<ul style="list-style-type: none"> Chinese Homestay YoYo is really enjoying her time at Eppalock and with the Symes family. Reports from Eve (visiting Chinese teacher) is that YoYo says she is not missing her family and she is feeling very welcomed at school. The students in the 456 room have responded very positively to her and are working well with her in the room. YoYo is involved in an English lesson every Wednesday with the other Chinese students. We did not have any interest in the Overseas Learning Experience for 2018. A couple of students were thinking about it. 	

<ul style="list-style-type: none"> • Bendigo Show <p>We put an art display up at the Bendigo Show to get our name out amongst the community. While I am not an art teacher – the main thing is we got some of the student’s work up and our name out there. We did actually win the ‘Schools under 100 pupil’ section.</p>	
<ul style="list-style-type: none"> • Budget <p>This has gone out to school council and is up for discussion tonight if any. With increased student numbers we have made some adjustments to some areas. Mainly ICT to pay the lease for computers, this will need to be the same in 2019. Money will need to be set aside for four (4) Professional Learning days for each staff member in 2018 – this has been adjusted.</p>	Discussion carried over to General Business.
<ul style="list-style-type: none"> • Principal Induction Week – UP course <p>I have been able to attend Kennington PS for a week under the mentorship of Travis Eddy. I will verbally share my learning and observations from the week. Need to find appropriate time for another 16 days between now and term 1 next year – depending on where I am.</p>	Jason shared some thoughts on his experience at Kennington. He has to organized more time and is going to ask Travis Eddy if it is possible for him to come to Eppalock PS for some of the days.
<ul style="list-style-type: none"> • New Strategic Plan and Annual Implementation Plan format <p>This has been introduced recently. Brings a lot of different documents into the one place and pre-populates responses which saves time. Have attended PD session and worked with Travis Eddy and our own staff on our draft plan. This is still a work in progress. Some conversations have occurred between Raywood, Lockwood, Elmore and Eppalock about working together to improve outcomes for students.</p>	
<p>Transition Sessions</p> <p>These will take place for 2018 Foundation students. Di Lindhe will run and organize the sessions with support from any staff available on the day. Whole school day on Tuesday 12th should allow all students to work with 2018 teacher for the first two hours. Hopefully including the new staff member.</p>	
<p>Respectful Relationships</p> <p>We have attended more PD about this program. It is a welfare unit of work with 8 topics which are spread over the year. We have received \$4000 to help implement this across the school. It is mandatory. We will be developing an action plan to ensure it is implemented effectively next year.</p>	
<p>MOTION: that Principal’s Report be accepted as presented and discussed Moved: Andrew Gallagher Seconded Alicia Martin CARRIED</p>	

GROUNDS

Report	Action / Who
Bonfire rubbish has been removed – Suez skip is now accessible and can be removed.	Need to contact Suez to come and collect the skip and then organize a new bin with Tiger Bins.

PROMOTION

Bendigo Show Art Display	We won first prize in the under 100 school section
Bunnings BBQ	Great success and great publicity for our school
Movie 'Blue' – Eaglehawk Star Cinema	This Thursday 16 th November

PARENT CLUB

Christmas Hamper Raffle	M. James is organizing this. Donation box already in school foyer. Information to be included in tomorrow's newsletter. Raffle tickets will be sent home next week.
End-of-Year Community Night	Wednesday 20 th December Details to come
Sausage Sizzle Lunch Day	Held 3 rd November Thank you to Brittany and her helpers Sausages donated by Webb family (White Hills Butchery)
Funds from Christmas Hamper Raffle	MOTION: All funds raised from Christmas Hamper raffle to be directed to the Landscaping project. Moved: Nikki Mannes, Seconded: Vanessa Wild CARRIED

GENERAL BUSINESS

Item	Action / Response
Principal 2018	Andrew Gallagher spoke to Council to announce that Jason O'Neill will be Acting Principal of Eppalock Primary School for at least all of Term 1/2018. This appointment will be until DE&T (Regional Office) is in a position to advertise the Principal position. A note will be included in tomorrow's newsletter advising families of this.
Easter Sunday BBQ 2018	Kevin Reade asked if the school would be interested in being involved in running a BBQ on Easter Sunday 2018. The reply was a resounding YES. (it was a great fundraiser this year and extremely well organized by Kevin)
Cubby – dismantled cubby stored near the container	Council members decided to offer this cubby to any family who may be interested.
School Policies	Held over until next meeting. All comments / amendments to be forwarded to Jason by the end of next week (24 th November). He will collate responses/comments.

Community Night for end of year	Wednesday 20 th December
Grade 6 Graduation	Tuesday 19 th December Di Riepsamen is 'chief' organizer and has booked National Hotel as venue. Further details to come.
Budget	Budget for 2018 presented. Jason noted that extra money has been put into ICT area as well as PD area for Professional Learning Days. MOTION: School Council accepts the 2018 budget as presented and discussed Moved: Mark Costello, Seconded: Andrew Gallagher CARRIED
Booklists	Teaching staff have been through last year's booklist and have made necessary changes. We will use Edplus (Central Victorian Office Supplies) as our booklist distributor. Suggestion to be added to booklist – <i>Items on this list are recommended allocation for the student for the whole year – this is based on teachers' many years of service – we recommend that families purchase each item on the list for their child. Items will be sent home to be labelled and then returned to school. Each classroom teacher will manage the allocation of items to students.</i>
Levies / Fees / Swimming / Voluntary Contribution	A list of fees was presented Jason will double-check the DE&T policy regarding swimming – currently we have it as a Voluntary program. MOTION – School Council moves that the above levies, fees, swimming, voluntary contribution be accepted form 2018. Moved; Andrew Gallagher, Seconded: Mark Costello CARRIED
Camp Program	Jason suggested that early next year he would like a survey to be sent to families to ascertain their thoughts and ideas around our Camp program. School Council felt this was a very good idea.
Transition Day – 28 th November	First 2018 prep transition day on November 28 th , it was decided that a 'cuppa' for the new parents be held in the old school building. Jason and a couple of current parents would attend and answer any questions.
Other General Business	Vanessa spoke that at an earlier meeting it was discussed that it may be a possibility to sell the current shed on a 'buyer dismantle and remove' basis. She saw a shed on facebook for \$1200 and wondered if School Council thought it was worth pursuing. Is \$1200 enough for our current shed? <ul style="list-style-type: none"> • Another suggestion was a 'tender system' to take down and relocate the shed – how would this sit with OHS and public liability? • As noted in the Grounds report a committee will be set up and they could

	<p>work out best way forward as well as pricing a new shed.</p> <ul style="list-style-type: none"> • Andrew will put down some notes from conversations he has had with former Council member (Neil Bowe) regarding the grounds / landscape plan. • Andrew suggested a Q&A session around the grounds / landscape plan for any interested school families and community. • Vanessa Wild would like to join the committee. • Jason will put something in tomorrow's newsletter inviting school families to join the committee.
Grade 6 Graduation	<ul style="list-style-type: none"> • Grade 6 Graduation – Andrew Gallagher requested, if possible, could former principal, Jennifer Robinson be invited to the Graduation Dinner. Jenny's name will be added to the list of invitees.

Next meeting – Thursday 14th December

Meeting closed 7.42 pm.