

**NEW GISBORNE PRIMARY SCHOOL**  
**SCHOOL COUNCIL MEETING MINUTES**

**Tuesday 15<sup>th</sup> August 2023 at 7pm**

1. **Attendees:** Shane West, Rebecca Brennan, Alison Simmenauer, Laura Turnbull, Jennifer Boyd, Kayla Manolis, Laura Shea, Kylie Evans, and Ray Bell

2. **Apologies:** Stephanie Simson and Nial Muecke

3. **Acceptance of previous Minutes**

3.1. Minutes of the previous meetings held on 13<sup>th</sup> June 2023.

**Moved:** Laura Shea      **Seconded:** Shane West      **Carried**

4. **Matters arising from previous Minutes**

5. **Official Correspondence**

5.1. In: Emailed Letter of Resignation - Brad Irvin

5.2. Out:

6. **Finance Report - Income and Expenditure as at 30<sup>th</sup> June 2023**

6.1. Minutes of Finance Committee Meeting - 8<sup>th</sup> August 2023

6.2. Balance sheet as at 30<sup>th</sup> June 2023

6.3. Operating Statement as at 30<sup>th</sup> June 2023

**Finance Committee Recommended Motions:**

- That School Council move \$61850.46 payments be endorsed, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of June 2023.
- There were no bank account transfers.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of June 2023 be accepted.
- That School Council approve the Profit and Loss for Camps and Excursions as presented.
- That School Council approve the Profit and Loss for Fundraising as presented.

**Moved:** Shane West      **Seconded:** Jenni Boyd      **Carried**

7. **Finance Report - Income and Expenditure as at 31<sup>st</sup> July 2023**

7.1. Balance sheet as at 31<sup>st</sup> July 2023

7.2. Operating Statement as at 31<sup>st</sup> July 2023

**Finance Committee Recommended Motions:**

- That School Council move \$58649.04 payments be endorsed, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of July 2023.
- There were no bank account transfers.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of July 2023 be accepted.
- That School Council approve the Energy Breakthrough fundraising events for the 2023 school year and the GST treatment as Input Taxed.
- School Council is informed that the biennial stocktake for the school has been completed. The attached assets have been disposed of for the reasons stated.

**Moved:** Shane West      **Seconded:** Jenni Boyd      **Carried**

8. **Other Reports**

8.1. Parents' Association:  
**Fathers' Day Stall**

- Fathers' Day Stall to be held on Thursday 31<sup>st</sup> August. Gift bags are being prepared and options will be published in the upcoming newsletter.
- Fathers' Day Breakfast will be held on Friday 1<sup>st</sup> September.

#### **Colour Fun Run**

- Date has been confirmed for Friday 3<sup>rd</sup> November in Term 4. PA will seek volunteers through the school newsletter.

Thank you to the PA for organising these events.

8.2. Principal's Report (See attached)

8.3. Sub-Committee Reports

**Building and Grounds:** The following projects have been happening around the school:

- Emergency lighting repairs
- emergency safety management audit
- heater in gym
- minor electrical work has been completed.
- a quote for the edging at the front of the gym and the basketball court have been received.

Money left over from capital works will be discharged to school. Projects will be prioritised.

**Action:** Share will send the tender for the basketball court, responses, and scope of works to members of School Council.

## **9. General Business**

### **10. Other Business**

#### **Chess Club Competitions**

- Parental supervision and transportation is required. This is in the letters that have been sent home to families as a reminder.

#### **Upcoming Curriculum Days for the remainder of 2023:**

- Monday 6<sup>th</sup> November - day prior to Melbourne Cup Day
- Tuesday 19<sup>th</sup> and Wednesday 20<sup>th</sup> December - final week of Term 4. Monday will be the last 2023 school day for students.

11. Meeting Closed at 7:47pm

#### **Upcoming meetings:**

12/09, 24/10, 12/12