

NEW GISBORNE PRIMARY SCHOOL
SCHOOL COUNCIL MEETING MINUTES

Tuesday 20th February 2024 at 7pm

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

2. **Apologies:** Stephanie Simson

3. **Acceptance of previous Minutes**

3.1. Minutes of the previous meetings held on 12th December 2023.

Moved: Nial Muecke

Seconded: Laura Shea

4. **Matters arising from previous Minutes:**

5. **Official Correspondence**

5.1. In:

Camp Australia: The current number of enrolments is not meeting the predicted targets and goals. Camp Australia has written a letter to erode the current agreement with New Gisborne Primary School. Shane to share the letter with School Council. Camp Australia will potentially attend a future meeting to discuss with members of council. This will continue to be raised and discussed at future School Council meetings. This is to remain confidential for now.

5.2. Out:

6. **Finance Report - Income and Expenditure as at 31st December 2023**

6.1. Balance sheet as at 31st December 2023

6.2. Operating Statement as at 31st December 2023

6.3. Financial Commitment Summary as at 31st December 2023

Finance Committee Recommended Motions:

- That School Council move \$100514.01 payments be endorsed, \$90000.00 transfers be ratified, and all presented reports be accepted as a true and correct depiction of the New Gisborne Primary School finances for the month of December 2023.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of November 2023 be accepted.

Moved: Shane West

Seconded: Jenni Boyd

7. **Finance Report - Income and Expenditure as at 31st January 2024**

7.1. Balance sheet as at 31st January 2024

7.2. Operating Statement as at 31st January 2024

Finance Committee Recommended Motions:

- That School Council move \$4572.50 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 January 2024. There were no bank transfers.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of December 2023 be accepted.

Moved: Shane West

Seconded: Rebecca Brennan

8. **Other Reports**

8.1. Parents' Association

The PA will be having their AGM in the next few weeks. It is looking like the positions for PA have been filled at this stage.

8.2. Principal's Report

Please find attached.

8.3. Sub-Committee Reports

Buildings and Grounds:

- The pavers in the Year 1 Courtyard are currently being repaired.
- Roofing maintenance has been happening throughout the school.
- School Council was presented with a design for the front of gym bench seats. These seats are marine-grade steel, Australian made and durable.
- The long jump pit has been repaired and resurfaced.
- Easy Turf has been contacted to lay bricks at the front of the gym. TBC.
- Playground suppliers been contacted to prepare quotes for the replacement of the Spider Web. Two quotes have been received at this stage.
- New bubble taps will be installed in the coming weeks.
- Electricians are out in the next few days to fix a few things across the school.

9. General Business

9.1. Policy for endorsement:

9.1.1. Child Safety Code of Conduct (SC President to sign)

Moved: Shane West

Seconded: Laura Shea

Accepted.

9.2. Policies for approval:

9.2.1. Statement of Values and School Philosophy

9.2.2. Student Dress Code

9.2.3. Sun Protection Policy

Moved: Shane West

Seconded: Jenni Boyd

Accepted.

9.3. Policies for consultation:

9.3.1. Visitors Policy

9.3.2. Bullying Prevention Policy

9.3.3. Child Safety Induction Pack - Volunteers

9.3.4. Volunteers Policy

9.4. Other updated Policies

9.4.1. Administration of Medication

9.4.2. Anaphylaxis Policy

9.4.3. Asthma Policy

9.4.4. Attendance

9.4.5. Camps and Excursions Policy

9.4.6. Duty of Care Policy

9.4.7. Child Safety Responding and Reporting Obligations Policy and Procedures

9.4.8. Complaints Policy

9.4.9. Digital Learning (Internet, Social Media and Digital Devices)

9.4.10. Fundraising

9.4.11. First Aid Policy

9.4.12. Health Care Needs Policy

9.4.13. Inclusion and Diversity Policy

9.4.14. Mobile Phones - Student Use

9.4.15. Personal Property Policy

9.4.16. Photography, Filming and Recording Students Policy

9.4.17. Respect for School Staff Policy

9.4.18. Working with Children Clearance Register Procedure

9.4.19. Yard Duty and Supervision Policy

9.5. 2024 Motions for School Council approval as presented:

Moved: Shane West

Seconded: Nial Muecke

Accepted.

10. Other Business

11. Meeting Closed @ 8:15 pm

Next Meeting: Tuesday 19th March 2024

Future Meetings: 14/5, 11/6, 13/8, 10/9, 22/10, and 10/12