

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

**Tuesday 21<sup>st</sup> March 2023 at 7pm**

1. **Attendees:** Shane West, Rebecca Brennan, Alison Simmenauer Laura Turnbull, Jennifer Boyd, Kayla Manolis, Niall Muecke, Laura Shea, Stephanie Simson, Kylie Evans

2. **Apologies:** Ray Bell, Brad Irvin, Tanya Hilgert

3. **Acceptance of previous Minutes**

3.1. Minutes of the previous meetings held on 21<sup>st</sup> February 2023.

**Moved:** Nial Muecke

**Seconded:** Stephanie Simson

**Carried**

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

4.1. **Subway Proposal**

4.1.1. *Potential difficulties that may arise:*

- The ordering process - Some families may click the wrong date etc. This can sometimes become an issue as the office staff need to follow this up and call families during the school day.
- The issue of not having a canteen staff member on the elected day. School Council suggested that classes could bring their tubs to the staffroom and the Subway staff can place them into tubs.
- There is a 4-sub option for students to select from.
- Council members have decided that Subway will be trialled in Term 2 on Thursdays. Nude Food Day will move to Mondays.

4.2. **OSHC**

4.2.1. There are still some ongoing issues, such as revolving staff etc. OSHC are currently advertising a position for a coordinator. No appointment has been made to this date.

4.2.2. Correct & timely procedures are in place for students who have not shown up to the after-school care.

5. **Official Correspondence**

5.1. In: NIL

5.2. Out: NIL

6. **Finance Report - Income and Expenditure as at 28<sup>th</sup> February 2023**

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

6.2. Balance sheet as at 28<sup>th</sup> February 2023

6.3. Operating Statement as at 28<sup>th</sup> February 2023

**Finance Committee Recommended Motions:**

- That School Council move \$145674.34 payments be endorsed, \$100,000 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 February 2023.
- That School Council move all statements and payments as tabled for the School Purchasing Cards for the month of January 2023 be accepted.

**Moved:** Shane West

**Seconded:** Jennifer Boyd

**Carried**

7. **Other Reports**

7.1. Parents' Association

- Shelley Wilson has been reappointed as President for 2023.
- AGM has been held for 2023.

*Suggestions for allocation of Fundraising Funds from School Council:*

- Sound System for assembly/Gym
- Upgrade of whole school speakers for announcements
- Security cameras

*Ride to School Day:* PA to offer fruit for students who rode bikes, scooters etc

7.2. Principal's Report - See attached

7.3. Sub-Committee Reports

7.3.1. **Building and Grounds**

**Members:**

Nial Muecke

**Potential Committees for 2023:**

- Policy Committee
- Community Engagement

**8. General Business**

**9. Other Business**

**Meeting Closed:** 8:08 pm

**Upcoming meetings**

16/05, 13/06, 15/08, 12/09, 24/10 and 12/12