



**DATE:** 18 June 2019 **TIME:** 6.00 pm

**MEETING:** **BROOKSIDE P-9 COLLEGE COUNCIL – Minutes of Ordinary Meeting**

**ATTENDEES:**

Simon Sherlock (Principal) (DET)	Carly Marriner(Vice President)	Peter Auld(Treasurer)
Christian Anderson	Manika Siroh	Renee De Bono(DET)
Luke Meissner(DET)	Patrick Clarke (DET)	Adam Bright (DET)
Jacqueline Hair (DET parent)	Melanie Kelty	Kaelan Marriner(Student rep)
Lucia Storrar(DET parent)	Jayden D’Souza(Student rep)	

**OBSERVERS:** Karen Fernandez (Business Manager)

**CHAIR:** Rachel Morgan (President)

**MINUTES:** Karen Fernandez

**QUORUM REQUIREMENTS**

**MET?** Yes

AGENDA ITEM	ACTION
<b>1. Apologies/Absences/Welcome</b>	Apology- Jacqueline Partridge Absence - Joan Anne(Elshafie)
<b>2. Business arising from previous meeting / Minutes</b>	Business Arising: <ul style="list-style-type: none"> <li>• .</li> <li>• .</li> </ul> <div style="background-color: #D3D3D3; padding: 5px;"> <p><b>Motion:</b> "That School Council approve the minutes of the May 2019 School Council meeting as presented".  <b>Moved:</b> Lucia Storrar  <b>Seconded:</b> Jacqueline Hair</p> </div>

	<b>All in favour. Carried</b>
<b>3. Correspondence (inward &amp; outward)</b>	<p>Outward</p> <ul style="list-style-type: none"> <li>• Nil</li> </ul> <p>Inward</p> <ul style="list-style-type: none"> <li>• Nil</li> </ul>
<b>4. Reports</b>  <b>4.1 Principal's Report</b>	<p>Simon - Principals Report as tabled.</p> <ul style="list-style-type: none"> <li>• On Monday 3<sup>rd</sup> and Tuesday 4<sup>th</sup> June the Principal Class attended the DET Regional Conference in Melbourne.</li> <li>• Year 6 into 7 numbers are now firming up and are indicating a 2020 Year 7 of approx. 130 students and 6 classes.</li> <li>• Prep enrolments are coming in slowly and are at 34 however we are still anticipating have 4 classes in 2020.</li> <li>• Hope Frawley who has been appointed to the English/Humanities position and joins us at the start of Semester 2.</li> <li>• Bishoy Hanna who joins us this week teaching Maths and Science in the secondary years.</li> <li>• Renee Dowling has gained a position closer to home and for the remainder of the year Renee will continue to work at Brookside 0.2 FTE attending Wednesday only.</li> <li>• Attitude to School Survey (ATSS)- During May students in Years 4 – 9 took part in the student survey. Results out in late July 2019.</li> <li>• Last year students told us they did not feel the College managed bullying well. As a result we changed our practice and we look forward to seeing how this work has changed student perceptions. The results will be available next month and shared with Council.</li> <li>• MARRUNG- In 2016 the Victorian Government committed to furthering the community's understanding of first peoples culture.</li> <li>• National Reconciliation Week- To acknowledge NRW the College held a series of events including the Little Long Walk and the Mural painting.</li> <li>• Wellbeing- this year Student Wellbeing has worked with &amp; closed off 142 students. The Wellbeing team are currently actively supporting or monitoring 118.</li> <li>• Berry Street Education Model (BSEM) Focus-This year we are focusing on character strengths. Each week we will focus on a particular character strength; gradually building up to the 24 strengths recognised in much of the literature. Over the last few weeks we have looked at Gratitude, Courage and Bravery.</li> </ul>

#### 4.2 Parents & Friends Sub-Committee

**Motion:** "That School Council approve the Principal's report as tabled".

**Moved:** Melanie Kelty

**Seconded:** Jayden D'Souza

**All in favour. Carried**

- *Recommendations:*
- *1) We recommend that hold a PTI BBQ in Term 3 in association with HOL – Date TBA*
- *2) We request to further feedback for Local Business Directory*
- *3) We request feedback on Tea Towel fundraiser*
- *4) We recommend that a school disco will be held in T3/T4*
- *All voted yes for recommendations 1 and 4. Voted no for recommendation 2 and 3.*
- *Rachel Morgan to contact Mel to clarify requirements of PFC.*

#### 4.3 Finance Sub-Committee

**Motion:** That School Council approve the Building Grounds Sub-Committee report as tabled.

**Moved:** Patrick Clarke

**Seconded:** Manika Siroh

**All in favour. Carried**

Tabled reports:

- Operating Statement (May 19)
- Balance sheet (May 19)
- Minutes from June 2019's finance sub-committee

**Motion:** "That School Council accept the tabling of the operating statement & balance sheet for May 19".

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** "That School Council accept the record of the June 2019 Finance Sub-committee meetings as true and accurate".

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council move that all statements and payments as tabled for the School Purchase cards for the months of May 2019 be accepted.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council approve the write off of outstanding family charges for the coming month of June 2019 relating to outstanding school fees, completed camps, excursions and incursions.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council approve the GST treatment for the Refugee fundraising on the 28 June 2019 as NS6.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council approve the Cash Handling Policy for Brookside P-9 College.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

#### 4.4 Education Sub-Committee

**Motion:** That School Council approve the Electronic Funds Management Policy for Brookside P-9 College.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council approve the Fund raising Policy for Brookside P-9 College.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

**Motion:** That School Council approve the Parent Payment Policy for Brookside P-9 College.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

- Simon Sherlock and Karen Fernandez to complete Purchasing Card briefing

**Motion:** That School Council approve the School Purchasing Card Policy for Brookside P-9 College.

**Moved:** Lucia Storrar

**Seconded:** Manika Siroh

**All in favour. Carried**

- As Tabled

**Motion:** That School Council approve the Education Sub-Committee report as tabled.

**Moved:** Luke Meissner

**Seconded:** Melanie Kelty

**All in favour. Carried**

#### 4.5 Building Grounds Sub-Committee

- As Tabled
- Recommendations
  - 1) Playground east side of hayshed to be resurfaced.
  - 2) 5/6 Playground to be redeveloped including new soft fall groundwork and purchase and installation of new play equipment.-quotes to be obtained by Jack Troost and presented to Finance Sub-Committee so works can be carried out in September school holidays
  - 3) Re-fencing on western side of northern building subject to building permits.
- All voted yes for recommendations.

**Motion:** *That School Council approve the Building Grounds Sub-Committee report as tabled.*

**Moved:** *Renee De Bono*

**Seconded:** *Lucia Storrar*

**All in favour. Carried**

<p><b>5 General Business</b></p>	<ul style="list-style-type: none"> <li>• <i>All For</i></li> </ul> <p><b>Motion:</b> <i>That School Council approve the Child Safety Standards as tabled.</i>  <b>Moved:</b> <i>Christian Anderson</i>  <b>Seconded:</b> <i>Lucia Storrar</i>  <b>All in favour. Carried</b></p> <ul style="list-style-type: none"> <li>• <i>All For</i></li> </ul> <p><b>Motion:</b> <i>That School Council approve the Grade 6 camp as tabled.</i>  <b>Moved:</b> <i>Melanie Kelty</i>  <b>Seconded:</b> <i>Jacqueline Hair</i>  <b>All in favour. Carried</b></p> <p><b>Motion:</b> <i>That School Council approve the signing of Warden Training Hire for school.</i>  <b>Moved:</b>  <b>Seconded:</b>  <b>All in favour. Carried</b></p> <p><b>Motion:</b> <i>That School Council approve the signing roof inspection contract with Rissafety Pty Ltd.</i>  <b>Moved:</b> <i>Carly Marriner</i>  <b>Seconded:</b> <i>Melanie Kelty</i>  <b>All in favour. Carried</b></p>
<p><b>6 Other Business (From the Floor)</b></p>	<ul style="list-style-type: none"> <li>• Attempts are being made to plan 2019 camps for grade 4 and 8.</li> </ul>

**Meeting closed:** 7.45 pm **Next Meeting:** 23 July 2019

I acknowledge these minutes to be a true and accurate account of the School Council meeting held on the 18 June 2019.

Principal: \_\_\_\_\_ School Council President: \_\_\_\_\_