

MINUTES

School Council 20 June 2013

Present: Pauline Rice, Linda Mitchell, Sandra Dickins, Bronwyn Lewis, Erin Schroeder, Virginia Swanton, Jackie Van Vugt, Louise Dorrat,

Guest: Zita Pinda (Seven Ways Consulting)

Apologies: Cyndi Dawes (resignation), John Melia

1. Minutes of Previous Meeting

Motion: That the minutes of the previous meeting be accepted

Moved: Erin Schroeder

Seconded: Virginia Swanton

2. Business Arising from Minutes and Action Sheet

2.1 VCE review: interim report.

Zita took School Council through the review and emphasised that it is an interim report as more work needs to be done. Collingwood College involvement will begin early next term. The final review and recommendations will be available in time for FHS to implement the findings.

ACTION: Investigate obtaining the recent school level reports in order to assist the review. Pauline to contact DEECD for availability of report.

ACTION: Appropriate School Council parents to be interviewed and also to suggest other parents to be interviewed.

ACTION: Zita to send another interim report before the next School Council meeting.

Motion: That the recommendations of the interim report be adopted

Moved: Linda Mitchell

Seconded: Bronwyn Lewis

ACTION: Interim Report to be distributed to all members of School Council.

ACTION: The Scarlet Program Review Steering Committee to follow up the recommendations and report back to the next School Council meeting.

2.2 Use and hire of basketball courts – review hire agreement and alert users of potential change to agreement and costs

2.3 Budget wish list: Finance Committee to make recommendations to School Council



- 2.4 Unpaid fees: Finance Committee to provide tracking timeline, newsletter item re unpaid fees, check DEECD policy

ACTION: Linda to put reminder in newsletter about unpaid fees.

- 2.5 Scholarships awards process – establish meeting time for Education sub-Committee

- 2.6 Music feedback: clarify budget requests, performance working party

- 2.7 Protocols for website, templates for newsletter and meetings

ACTION: Clarify who is responsible for the content of each area of the website. Jackie to email table of web content to Pauline, Linda and Sandra.

ACTION: Jackie to email Community Billboard template and advertisement to Pauline, Linda and Sandra. Protocols for management of Community Billboard have been developed.

- 2.8 Ten year anniversary celebrations:

ACTION: planning group to be set up – establish meeting time

- 2.9 Request for parent expertise in landscaping: newsletter item

- 2.10 Canteen Committee to circulate draft policy and potential survey tools
Correspondence received from a member of the Canteen Committee asking for the next meeting time. Also asked about the canteen survey.

ACTION: Meeting dates to be organised and Canteen Committee to agree on the survey and conduct it as soon as possible.

- 2.11 Year 11 formal: to be sent via email – it was noted that this was not emailed.

Motion: That school council ratifies the email endorsement of Year 11 formal

Moved:

Seconded:

- 2.12 Landscaping of front garden to be discussed at B&NE meeting

- 2.13 Fund raising proposal: proposal to be checked against FHS fundraising Policy

ACTION: This proposal will not go ahead at this time. Communications Committee to investigate combining the Sponsorship Policy with a Fund raising Policy.

3. Principal's Report

Transition data base



4. Subcommittee reports

4.1 Finance Committee

Motion: That School Council ratifies all payments and reports approved by Finance Committee for May 2013 including:

- Bank Account Movements – summary
- Cash Flow Statement
- General Ledger Balance Sheet

Moved:

Seconded:

4.2 Communication Committee

4.3 Education Committee

4.4 Built & Natural Environment Committee

4.5 Canteen Committee

Motion: That all reports are accepted

Moved:

Seconded

5 Other Business

5.1 Great Victorian Bike Ride

Motion: That school council ratifies the email endorsement of Great Victorian Bike Ride

Moved: Virginia Swanton

Seconded: Louise Dorrat

Next Meeting: 6.30pm 15 August, 2013

