

WILLMOTT PARK PRIMARY SCHOOL – SCHOOL COUNCIL MEETING

DATE: 23 rd August 2021	TIME: 7.00pm	ROOM: Via Webex
PRESENT: Donna Draper, Carmel Guglielmino, Sara-Kate Allen, Rose Evangelou, Luci Scamarcio, Carolyn Barnes, Danielle Crncevic, Kelly Alysandratos, Abi Singh, Taya Bartlett,		APOLOGIES: Evan Hughes, Shelley Dighton, ABSENT: Smita Grover, Lynda Bond VISITOR: MEETING OPENED: 7.00pm

ITEM	AGENDA ITEM	INFORMATION	WHO	FOLLOW UP
1.	MINUTES TABLED OF SCHOOL COUNCIL MEETING ON 21ST JUNE 2021	Moved: Danielle Seconded: Abi		
2.	BUSINESS ARISING FROM 21ST JUNE 2021	Carmel will send out the 2019 Panorama report for all School Council Members. Moved: Danielle Seconded: Abi		
3.	CORRESPONDENCE	Nil Moved: Seconded:		
4.	CHILD SAFE STANDARDS	Luci spoke about Working with Children Checks, both volunteer and employee. These are done to help protect children from physical or sexual harm. There are some exemptions for example: students under the age 18 such as Work Experience students. Criminal Convictions affect eligibility. Any visitors to the school must have a current WWCC, this includes those doing grounds work, incursions etc. The school takes a copy of the WWCC and they are checked regularly to look for expiry dates. Teachers do not need a separate WWCC card as it is done through the VIT process. Moved: Sara-Kate Seconded: Danielle		

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5.	REPORTS	<p>5.1 FINANCE & FACILITIES: – See tabled report of Finance Sub-Committee Report: Cheques No. – Nil High Yield Transfer – \$100,000 on 10th June 2021 & \$100,000 on 13th July 2021. Direct Deposits Reports and BPay Reports for June & July 2021 presented. Purchasing Card report and Statement for June & July 2021 presented.</p> <p>The following financial reports for June & July 2021 are tabled for the Finance Sub Committee and are available for review by School Council:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <tr> <td style="width: 50%;">Bank Reconciliation for all bank accounts</td> <td style="width: 50%;">Balance Sheet Specific Period</td> </tr> <tr> <td>Operating Statement Detailed and Summary</td> <td>Cash Receipts Report</td> </tr> <tr> <td>Cash Payments Report</td> <td>Cancelled Receipts Report</td> </tr> <tr> <td>Cancelled Payments Report</td> <td>Journal Report</td> </tr> <tr> <td>Cash Flow Statement</td> <td>Bank Account Movements Report Detailed & Summary</td> </tr> <tr> <td>Annual Sub Program Budget Report</td> <td>Invoices Awaiting Payment</td> </tr> <tr> <td>Family Credit Notes Report (if applicable)</td> <td>Sundry Debtors Credit Note Report (if applicable)</td> </tr> <tr> <td>SRP Budget Management Report</td> <td></td> </tr> </table> <p>Activity forms were presented to Finance Sub Committee. Excursion/Camp forms for these activities were presented to Finance Sub Committee and School Council for approval. (see below)</p> <p>Excursions being tabled at this meeting are: Prep: Bundoora Farm: 8th June 2021 – Postponed until end of 3rd Term 2021 Kaboom Kids Sport: 23rd August 2021 (Incursion) Drama Toolbox: 9th September 2021 (Incursion) Grade 1: Kaboom Kids Sport: 23rd August 2021 (Incursion) Grade 2: Kaboom Kids Sport: 23rd August 2021 (Incursion) Grade 3: Inflatable Incursion: 9th June 2021 – Postponed until 3rd Term Grade 4: Camp to Phillip Island: (last week of November) Grade 5: Grade 6: Whole School Incursion: Book Week – 3 Separate Incursions for years Prep-2: 3&4; 5&6</p> <p style="text-align: center;">FUNDRAISING FOR 2021</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;">EVENTS</th> <th style="width: 20%;">JSC</th> <th style="width: 30%;">SOCIAL SERVICES</th> <th style="width: 20%;">EB</th> </tr> </thead> <tbody> <tr> <td>Father's Day Stall – 1st September</td> <td></td> <td></td> <td>EB Raffle</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> <p>Moved: Carolyn Seconded: Luci</p>	Bank Reconciliation for all bank accounts	Balance Sheet Specific Period	Operating Statement Detailed and Summary	Cash Receipts Report	Cash Payments Report	Cancelled Receipts Report	Cancelled Payments Report	Journal Report	Cash Flow Statement	Bank Account Movements Report Detailed & Summary	Annual Sub Program Budget Report	Invoices Awaiting Payment	Family Credit Notes Report (if applicable)	Sundry Debtors Credit Note Report (if applicable)	SRP Budget Management Report		EVENTS	JSC	SOCIAL SERVICES	EB	Father's Day Stall – 1 st September			EB Raffle										
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		5.2 CANTEEN: Nil		
		5.3 OSHC: OSHC were due to be audited. When this happens Carmel will present the books and documentation to represent to School Council.		
		5.4 EVENTS FUNDRAISING: Moved: Seconded:		
		5.5 BUILDINGS & GROUNDS: Moved: Seconded:		
		5.6 EDUCATION & POLICY: Moved: Seconded:		
		5.7 OH&S:		
		5.8 PRINCIPAL: See attached report		
		5.9 ALL REPORTS: Moved: Abi Seconded: Danielle		

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6.	SCHOOL COUNCIL SELF-ASSESSMENT TOOL	<p>Carmel will discuss this when onsite at our next meeting.</p> <p>Moved: Luci Seconded: Sara-Kate</p>		
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7.	GENERAL BUSINESS:	<p>Sara-Kate presented data from the behaviour entries on Sentral. As shown in the graph, the behaviour incidences have decreased since implementing SWPBS.</p> <p>The school is going for Silver Accreditation and part of this is to survey parents and students about the effectiveness of both SWPBS and their knowledge of SWPBS.</p> <p>Sara-Kate is going to send out a survey monkey to the School Council members that we would like you to fill in which also provides feedback and asking for ideas etc. The survey will be sent this week.</p> <p>Carolyn – some feedback to the grade 6 teachers great to see the grade 6 students being given other opportunities apart from graduation to select from. Also the School of Life program has been good. Carolyn wanted to give feedback about it being more realistic in regards to certain areas. Carolyn has been directed to discuss with the PLC leader Daniel to discuss this feedback with. It is a good program that has evolved over the years so it is nice to hear from parents.</p> <p>Donna discussed the School Review and Donna’s involvement and observations. Donna wanted to share that she felt so proud of our staff for the effort and progress.</p> <p>Some stand outs are:</p> <ul style="list-style-type: none"> - School self-assessment of where we sat in each area and on day 1, our School Reviewer mentioned that she thought we evaluated harder on ourselves in some areas and felt we were further along. - Complimented staff on how organised the days were and thanking staff for their flexibility and well done to Sara-Kate, Luci and other staff to adapt to the changes to allow for things to be accommodated and changed quickly. - Some comments that the reviewer made were about how all the teachers actively contributed in the meetings which does not always happen and she was happy to all staff were willing to engage. - Staff felt a renewed energy, teachers seem to enjoy what they are doing and the changes that have happened over the last 4 years and were working together - Wellbeing had a consistency throughout the school including the parents, teachers, ES and students and is a highlight of the past 4 years to see that progress throughout the school. - When looking at the next 4 years, the reviewer identified goals that were also already identified by the school, which was fantastic to see that we know where we wanted to be heading and for the reviewer to agree that that is the direction was great to see. - Executive were adding targets, Key Improvement Strategies and outcomes, which was great to be a part of that. <p>Moved: Abi Seconded: Rose</p>		
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Meeting Closed: 8.10 pm		
Next Meeting: Monday 18 th October 2021		