

HERNE HILL PRIMARY SCHOOL SCHOOL COUNCIL MINUTES

MINUTES OF MEETING HELD: Tuesday 9th September 2017 at 7:00pm

PRESENT: Lisa DeGroot (**Vice President**), Shane Ezard (Principal), Fiona Anderson (Assistant Principal), Louise Buxton, Vinnie Gagliardi, Matt Hobbs, Leza Daniels, Janet Johnston.

APOLOGIES: David Erjavec, Matthew Hobbs, Melissa Thomas, Ben Chisholm (**President**),

QUORUM MET: YES: Fiona Anderson will sit out of any decisions to be passed.

1. MINUTES OF PREVIOUS MEETING: (as tabled)

Motion: That the previous minutes August as presented be received.

Moved: Lisa DeGroot

Seconded: Fiona Anderson

Cd

2. BUSINESS ARISING FROM PREVIOUS MINUTES (Nil)

Moved:

Seconded:

3. CALL FOR ITEMS OF GENERAL BUSINESS: (Nil)

Moved:

Seconded:

4. CORRESPONDENCE (as Tabled)

Moved: Ben Chisholm

Seconded: Lisa de Groot

Cd

5. BUSINESS ARISING FROM CORRESPONDENCE:

- Uniform Update: Shane

Moved:

Seconded:

7. REPORTS

7.1 Principal's Report (as tabled)

- Cleaning Contract Etheridge, Logical Property Services \$8,000 cheaper

Motion: that School Council accept the tender provided by Logical Property Services Pty Ltd, for the starting time to be negotiated. There is no conflict of interest between the company and School Council members.

Moved: Leza Daniels

Seconded: Lisa DeGroot

Cd

Camps & Excursions for approval:

Motion: That all camps Incursions and excursions as presented be approved.

Moved: Lisa DeGroot

Seconded: Vinnie Gagliardi

Cd

Moved: Fiona Anderson

Seconded: Leza Daniels

Cd

7.2 Buildings & Grounds (as tabled)**Moved:** Lisa DeGroot**Seconded:** Shane Ezard**Cd****7.3 Finance** (As tabled)*Motion:* That the financial records for August, be approved as presented.**Moved:** Shane Ezard**Seconded:** Vinnie Gagliardi**Cd****7.3 Curriculum / Policies:** (as tabled)**Moved:****Seconded:****7.4 Parents & Friends:** (as tabled)**Moved:****Seconded:****8. GENERAL BUSINESS****Moved:****Seconded:****MEETING CLOSED:** 8.23 pm.**NEXT MEETING:** Tuesday 31st October 2017

PRINCIPAL'S REPORT September 2017

▪ Student Enrolments:

Prep-2	¾	5/6	Total
110	75	54	239

▪ Staffing

- 18/09-22/09-Shane LSL-Fiona to Replace
- 11/09-22/09-Tim LSL-Robyn to Replace
- 11/09-22/09-Petrina LSL-Mitch Bear to Replace
- 04/12-22/12-Fiona LSL

▪ Accountability

- 2018 Prep letters and transition dates to be sent home on day one next term
- Reporting Timeline is complete for Term 4
- Offsite Evacuation Procedure completed
- Staff PDP documents finalised and congratulations to all staff
- Planned Maintenance Funding Works to be completed during holidays (weather permitting)
- OHS Audit Planned for 2017/2108
- Shane Peer Challenge Partner Manifold Heights during term 3 (4th and 11th October)
- 2018 AIP to be completed throughout term 4
- Workforce Planning has commenced for 2018
- Naplan Data has arrived and been distributed
- Parent Forum Looked at Parent Survey Data and Student Survey Data
- Cleaning Contract/Tenders for 2018

▪ Curriculum-AIP/Strategic

- Student Survey Data
- NAPLAN DATA-Relative Growth

▪ Professional Development (PD):

- Curriculum Team Meetings regularly
- On going staff Coaching in Literacy, Numeracy and Science Inquiry
- Shane and Fiona both attended Regional and Network Principal Forums
- Team Planning Days
- Staff PLT discussions with a focus on Student Attitude Data and NAPLAN Data

▪ **Camps and Excursions for Approval**

- Prep 2018 Transition Days are – 1st (parent meeting), 8th, 15th, and 22nd of September
- Year 6 State wide transition is Tuesday 12th December
- Kanga Cricket 5/6-2nd November
- 5/6 Blue Light Disco 24th November
- 5/6 Adventure Park 21st December

▪ **Extra Curriculum Activities**

- State Schools Spectacular Rehearsals
- KidsMatter Expo
- Seasons Program
- 5/6 Preparing for Puberty Program
- Fathers Day Stall
- Grade 3-6 Badminton
- School Concert
- District Athletics
- Artvo Excursion P-2
- State Schools Spectacular Excursion
- 1/2-Hop On Hop Off Tour of Geelong
- Lightning Premiership
- Book Week and Dress Up
- Grade 1/2 Learning Expo

Shane Ezard
(Acting Principal)

Buildings & Grounds:

- Building Maintenance plans approved to be completed during T3 break
- Investigation on Electronic Sign continuing (likely over summer break)
- On going grounds cleaning and work taking place
- Gate lock has been lowered as discussed
- Science Room is almost complete in old Canteen-Well Done Matt
- Meetings for Cleaning Contracts Tenders have taken place-Logical Property Services, Ausbright and Etheridge

Curriculum & Policies

Ratification of the following policies: