



# School Council Minutes

**DATE:** Monday, 12<sup>th</sup> May, 2014

**Time:** 6:00pm

**Attendees:** Amy Koo, Aileen Korzeniewski, Bryan Downing, Joseph Reivers, Vidanka Vasilevski, Zoe Thomson, Delia Ferrazzola, Brooke Fergusson, Andrea Federico, Louise Dingley

**Apologies:** Josephine Joveski, Brigitte Baker, Tracey Prelec

**Visitors:** Sue Peterson, Hoa Hatroung

## Previous Minutes

**Discussion:** Tabled

Query re: SunSmart advice to all schools (Correspondence in February, 2014).

**Motion:** That the Minutes of the meeting held on March 24th, 2014, be accepted.

M. Vidanka

S. Brooke

## Carried

### Action Items

**Person responsible:**

**Deadline:**

SunSmart advice to all schools (February correspondence in) to be on the agenda for discussion at next meeting.

School Council

June Meeting

The trees that were a concern at last meeting were removed during the April school holidays.

NA

NA

Car parking on Lister Street and concerns re: the bus service on this street. Discussions have been had and a letter received from local council (Correspondence in) in relation to this matter. The bus service via Lister Street is to be rerouted in July, 2014.

Local Council  
Public Transport  
Victoria

July 2014

Further discussion re: car parking will take place post bus-reroute.

Andrea

Post July

## Correspondence

**Discussion:** Letter received from Local Council (Correspondence in) in relation to the school car parking and bus route concerns. The bus service via Lister Street is to be rerouted in July, 2014.

**Motion:** That the inwards correspondence be received and outwards correspondence endorsed. Further, that any recommendations be approved, apart from items (if any) to be discussed in General Business.

M. Amy

S. Brooke

## Carried

### Action items:

**Person responsible:**

**Deadline:**

Further discussion re: car parking will take place post bus-reroute.

Andrea

Post July  
(bus reroute)

### Principal's Report

**Discussion:** Tabled

**Motion:** That the Principal's report be accepted and recommendations endorsed

M. Vidanka

S. Joseph

**Carried**

**Action Items**

The School Strategic Plan is complete and has informed the Annual Implementation Plan (AIP) for 2014.

Hardcopies made available to School Council Members.  
The plan will also be uploaded to the UPPS website.

**School Strategic Plan  
AIP**

**Person responsible:**

- SIT  
School Improvement  
Team)
- Team Leaders
- Whole school

Administration

**M. Vidanka  
M. Delia**

**Deadline:**

EOY

May 12th  
ASAP

**S. Aileen  
S. Brooke**

The Annual Report is developed following the receipt of school data from DEECD. The hardcopy was made available to School Council Members.

The report will also be uploaded to the UPPS website.

NB: Discussion had regarding NAPLAN and Teacher Judgement re: the use (and interpretation) of this data for the report, as well as the School's response based on this data.

**Annual Report**

Discussion had re: deficit on annual report yet the school is in surplus. Andrea is seeking clarification from Tony Hilton (Financial Support from DEECD). Once this is clarified, the Annual Report can be amended and ratified.

**Action: Andrea to send updated report to Council Members following receipt of clarification from Tony Hilton re: finance discrepancy**

Andrea

Administration

**M. TBC**

Andrea

May 12<sup>th</sup>

**S. TBC**

ASAP

Performance Development Guidelines for Government schools and the implications for Principals and staff.

Andrea

June 2014  
For May-May  
cycle

**Proposal to move Budget report for 2014**

**M. Zoe**

**S. Delia**

**Action: Induction Activity to be completed at next meeting. Andrea to email presentation to Council members prior to next meeting.**

Andrea

June meeting

### Finance Report

**Discussion:** nil

**Motion:** That the Finance report be accepted and recommendations endorsed and the financial statements for the month of May, 2014, be accepted and all accounts approved for payment.

M. Brooke

S. Delia

**Carried**

**Action items:**

**Person responsible:**

**Deadline:**

Funds transfer (as tabled) to be moved and seconded

M. Vidanka

S. Zoe

Asset disposal (as tabled) to be moved and seconded

M. Joseph

S. Amy

### Sub-Committee Reports

**Discussion:**

**Motion:** That the reports as tabled be accepted and that the recommendations contained therein are endorsed. See below.

**Action items:**

**Person responsible:**

**Deadline:**

To repair double doors at the Prep end of Building 2

Maintenance

ASAP

**Moved**

**Seconded**

Curriculum

Joseph

Delia

PFA

Vidanka

Joseph

Buildings and Grounds

Louise

Joseph

Policies and Procedures

**Action:** to forward future policies for ratification to School Council Members prior to Council meetings for consideration.

**Move to ratify Student Inclusion and Engagement Policy**

Louise

As applicable

**Amy**

**Brooke**

**Carried**

**General Business**

**Discussion:**

Concern that information being disseminated in the yard via parents that is inaccurate be rectified at the time of the discussion being had by informed community members, such as School Council members.

**Motion:** For School Council members to support staff and the school community by clarifying misinformation at the time it becomes apparent and/or known to individuals on committee, as they, as members, are the first to know of any organizational changes to the school and its staffing. In addition, to encourage parents, who have concerns and/or information in relation to the school that requires clarification, to see Andrea and/or Louise.

**M. Joseph**

**S. Vidanka**

**Carried**

**Action items:**

- For School Council members to support staff and the school community by clarifying misinformation at the time it becomes apparent and/or known to individuals on committee and encourage parents to see Andrea and/or Louise.
- To include the Parents Complaints Policy in the Newsletter again.
- To write a letter to parents and put this to School Council, prior to dispersing to the community.

**Person responsible:**

All Members of the School Council

Andrea

Andrea

**Deadline:**

Ongoing

May 19<sup>th</sup>

June meeting

Discussion had re: Grants application writing and/or submission. Consideration of the employment of an individual to support this process and investigate and/or complete grants applications on behalf of UPPS.

**Motion: to investigate individuals who may consider taking on the role of Grants Officer for UPPS.**

**Action:** to bring findings to next Council meeting.

**M. Andrea**

All Members of the School Council

**S. Amy**

June Meeting

**Meeting closed:** 7:49pm

**Next Meeting:** Monday, June 16th