



SCHOOLS BOARD MEETING Minutes 7 November 2012

Present: Dale Mackesey, Alison Harman, Michael Jenkin, Anthony Ellis, Jodi Taylor, Lorena Rock, Yvonne Leonzini, Scott Bywaters, Shari McKeown, Brett McKenzie, Jane Gillies, Cailie Spencer and Lisa Patterson

Chair: Michael Jenkin

Apologies: Nil

Scribe: Vicki Roberts

Agenda Item	Details / Discussion	Action
<p>1. Welcome & Previous Minutes <i>Dale</i></p>	<p>1.1 Welcome: Michael welcomed everyone and opened the meeting at 1900h</p> <p>1.2 Minutes of Last Meeting: It was moved Lorena, seconded Brett that the Minutes of meeting on 5 September 12 be accepted as correct.</p> <p>1.3 Business Arising from previous minutes: Michael advised that our Joint Board Application had been approved and was Gazetted 16 Oct 12. A Campus Master Plan Committee has been formed with members including Dale, Michael, Scott, Shari, Stuart Nahajski and Tim Swart.</p> <p>1.4 Correspondence: Michael tabled: Corro in from: Email of resignation – Kerrily Waters, Letter of resignation – Peter Ficko, Email from Tredways Shoes asking to go on our mailing list, Letter from Pimp My Ball asking to go on our mailing list and Email from City of Vincent re Traffic Management sign.</p> <p>Corro out to: City of Vincent seeking an update on Traffic Management Sign, Anonymous Family re donation of \$5000.00, Dr Campbell-Lloyd (Chiropractor) re issues during PP playground installation, SIRU seeking clarification of Board's role, Local Traders re info on Schools (Proforma letter).</p>	<p>1.1 Noted</p> <p>1.2 Carried without dissent</p> <p>1.3 Noted</p> <p>1.4 Letters noted</p>
<p>2 Principal's Reports <i>Alison / Dale</i></p>	<p>2.1 Financial reports: Dale and Alison updated the Board on the present financial positions of their schools and tabled their respective August / September Financial summaries.</p> <p>2.2 Contributions & Charges 2013: Dale and Alison tabled their respective fees and contributions proposals for 2013. After discussion, both were endorsed as follows:</p> <p>It was moved Yvonne, seconded Brett that the MHESC Contributions & Charges for 2013 be approved.</p> <p>It was moved Anthony, seconded Jodi that the MHPS Contributions & Charges for 2013 be approved.</p>	<p>2.1 Noted</p> <p>2.2 Both motions were carried without dissent.</p>

<p>3. School Review 2012</p> <p><i>Dale / Jane Gillies</i></p> <p><i>Alison</i></p>	<p>3.1 MHPS Self Assessment process: Dale provided an overview of the 2012 process and outlined priorities for 2013. Jane gave a presentation on the Management Information System.</p> <p>3.2 Self Assessment Tool: Alison tabled a copy of a Self Assessment Tool used by the Victorian Education Department. It is suggested that this may be a useful document for both the MHPS and the MHESC.</p>	<p>3.1 Noted</p> <p>3.2 Noted</p>
<p>4. Resignations & Election of New members</p> <p><i>Michael</i></p>	<p>4.1 Resignations: the resignations of Kerrily Waters and Peter Ficko were noted with regret.</p> <p>4.2 Election Process for new members: there was discussion about the procedure for filling Board vacancies caused by resignations between elections. It was moved, Yvonne seconded Shari that the current vacancies be filled the "next on list" voting results from the Term 2, 2012 election. Michael will draft a suggested amendment to the Terms of Reference.</p>	<p>4.1 Noted</p> <p>4.2 Carried without dissent</p>
<p>5. School Development Days</p>	<p>5.1 Amendment to dates: for operational reasons, Dale advised that the School Development Days for 2013 dates have been amended to: 31 Jan, 1 Feb, 3 Apr, 31 May, 22 Jul & 14 Oct.</p>	<p>5.1 Noted</p>
<p>6. Board Committee Updates</p> <p><i>Shari</i></p>	<p>6.1 Governance: as the Committee has presented the Board with governance document its task has now been completed. It was moved Yvonne, seconded Scott that as the Governance Committee be disbanded. Michael will write to members thanking them for their hard work.</p> <p>6.2 Public Affairs: Shari has prepared a document with the Public Affairs Committee. Michael will circulate copies for endorsement next year.</p>	<p>6.1 Carried without dissent</p> <p>6.2 Noted</p>
<p>7. P & C Update</p> <p><i>Anthony</i></p>	<p>7.1 P & C Report: Anthony provided a Report on the following P & C initiatives: extension to the undercover area is a priority with a ball park estimated cost of \$55,000; \$66,000 has been allocated to capital works projects including air conditioning; \$30,000 has been allocated to the undercroft conversion; and \$5,000 has been allocated to the canteen area. Fundraising events included the Disco, Movie Night, Seafood and Christmas tree sales. The P&C Voluntary Contributions for 2013 have been set at \$70.00 per child.</p>	<p>7.1 Noted</p>
<p>8. General Business</p> <p><i>All</i></p>	<p>8.1 Commendation to Kerrily Waters: It was moved Jodi, seconded Dale, that a Commendation Certificate be presented to Kerrily Waters at the Assembly on 16 Nov 2012. It was moved Shari, seconded Lorena, that a Commendation Certificate be presented to Jane Nicholls.</p> <p>8.2 Uniform policy: the Uniform Policy will be deferred until the next meeting.</p>	<p>8.1 Carried without dissent</p> <p>8.2 All agreed</p>

Meeting closed: 2113 h

Next Meeting: 27 February 2013

Recorded by: _____ Date: _____
 Approved by: _____ Date: _____