



Crystal Brook Primary School

Governing Council

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Chairperson: Mel Baak

Minutes for the Meeting Wednesday 22nd February 2017, 7pm

1. Welcome and Apologies

Present: Sam Wurst, Mel Baak, Roger Crouch, Megan Smart, Anne Franks, Jocelyn Thomas, Anita Hook, Liv Alpe, Kirsty Nicolson, David Tilbrook, Kerstin Marshall, Scott Wilson

Apologies: Emma Grossman

2. Confirmation of minutes of previous meeting

David Tilbrook moved, Roger Crouch 2nded

3. Business arising from previous minutes

Road Safety Issues: Letter was drafted and Mel will confirm whether it has been sent

OSHC: Forms have been completed and signed off. Outsourcing finished on the 21st February 2017. Once established, governing council will need to actively supervise the outsourced company. Everything is currently on track.

4. Correspondence

IN:

OUT:

5. Principal's Report

Delivered by Anne - outlined in the attached report.

6. Financial Report

Delivered by Anne

The audit has occurred already this year with a positive outcome

Auditors report has been tabled.

Draft Motion for Inclusions in School Council minutes recording the election to treat certain Fundraising Activities as Non-Profit Sub Entities. Moved by Anne Franks, 2nded by Mel Baak

Approval to go to Private Debt Collection for the sum \$1039.50 for a Private Provider – with charges to be included for the Debt Collection process. Anne Franks moved, 2nded by Olivia Alpe.

Financial / Purchasing Delegations for the financial year January 2017 – December 2017 – form as tabled to be signed by the Chairperson of Governing Council

A Caring Place To Learn

7. Education Committee Report

Nothing to report

8. Staff Report

Delivered by Megan Smart – see attached

9. Grounds/Building Report

Grounds was covered in the principals report

10. SRC Report

Hoping to get a representative for the meeting in Week 8 this term

11. Kindy Report

Delivered by Olivia Alpe – see attached

12. Parent Club Report

Delivered by Kerstin Marshall

Parent Club have had their first meeting of the year, discussing ideas for Year 7 gifts.

Confirmed the pledges they made to the school with last years fundraising money.

Requesting ideas to fundraise toward – will be mentioned at staff meeting. Request by governing council for the possibility of mobile portable shades.

About to do their first fundraiser for the year

13. Round Table / Any other business

Sub Committees:

Education – Sam Wurst, Mel Baak, Anita Hook, Kirsty Nicolson, Anne Franks, Jodie Zwar

Grounds – David Tilbrook, Scott Wilson, Jocelyn Thomas

Finance – Emma Grossman, Anne Franks, Jenny Stringer, Carolyn Lloyd, Fleur Greatorex

SRC – Mel Baak requested that the cycles be changed so that more children get an opportunity to be involved.

Hats – Decd Hazard alert was sent out and all parents were advised to cut all cords off of hats and other clothing items

14. Next Meeting Date: 22nd March, 7pm

Meeting closed at: 8.55pm