



# Crystal Brook Primary School

## Governing Council

Mitchell St  
Crystal Brook  
Ph: 8636 2134  
Fax: 8636 2311  
e-mail: [dl.0111.info@schools.sa.edu.au](mailto:dl.0111.info@schools.sa.edu.au)

Chairperson: Anita Hook

### Minutes for the Meeting

### Wednesday 21<sup>st</sup> February 2018, 7pm

#### 1. Welcome and Apologies

**Present:** Sam Wurst, Anita Hook, Anne Franks, David Tilbrook, Kerstin Marshall, Bill Clarke, Kirsty Nicolson, Olivia Alpe, Janet Redden, Nicole Jared

**Apologies:** Leanne Clemments

#### 2. Confirmation of minutes of previous meeting

Moved by Olivia Alpe, 2nded by Kirsty Nicolson

#### 3. Business arising from previous minutes

- a. Road Safety Issues – received a letter from the council in reply to our send last year. See attached letter. Will continue down the avenue of putting front facing camera's on the buses to ensure our kids are safe
- b. Debt collector for the dance – to be reviewed in first meeting 2018. We have had progress in the amount of \$900 with \$511.23 still owed to us. Going back to the legal firm.

#### 4. Correspondence

##### IN:

- SAASSO School Post Magazine
- Parents Say Magazine
- Letter from Rowan Ramsey in support of the Chaplaincy Program
- Letter from Port Pirie Council per Road Safety Issues

##### OUT:

#### 5. SRC Report

Nothing to report

#### 6. Principal's Report

Delivered by Anne Franks. See attached report.

- Anne Franks moves that Terry Arbon and Kenton Jared to be approved by Governing Council as bus drivers for Crystal Brook Primary School. Seconded by Kirsty Nicolson. Motion passed.
- Peter Holden, Bill Clarke have approached to begin the process

*A Caring Place To Learn*

## **7. Financial Report**

Delivered by Anne Franks.

Very early in the year.

Reports have been tabled.

Only have \$462 owing from 2017.

A motion is hereby placed before Crystal Brook Primary School Governing Council by Anne Franks that the fundraising bodies, SRC and Parent Club, will be nominated as Non-profit sub-entities for GST purposes for the financial year ending 2018. The council notes that the record of this decision must be retained for 5 years and that this election cannot be revoked during the financial year nominated. The council notes that the transactions of each NPSE body will have separate accounting records (distinct revenue and expense EDSAS lines to level 4 accounts are satisfactory) and that the annual turnover of each NPSE will be no more than \$150,000. Seconded by Kirsty Nicolson. Motion passed.

Anne is moving that the following delegations be made:

Authority for Fleur Greateorex, Anne Franks and Jacquelyn Head to sign purchase orders

Authority for Fleur Greateorex, Anne Franks and Jacquelyn Head to approve invoices/vouchers for payment from the Operating Account, other than Governing Council

Authority for Fleur Greateorex, Anne Franks, Jacquelyn Head and Jennifer Stringer to sign cheques

Authority for Fleur Greateorex, Anne Franks, Jacquelyn Head and Jennifer Stringer to authorise EFT payments

Authority for Fleur Greateorex, Anne Franks, Jacquelyn Head and Jennifer Stringer to authorise withdrawals from the SASIF account

Authority for Fleur Greateorex, Anne Franks and Olga Smart to allow purchases on credit card

Authority for Fleur Greateorex and Anne Franks to enter bank account details & othr records, submit BAS/other returns

Seonded by Janet Redden. Motion Passed.

## **8. Education Committee Report**

Nothing to report

## **9. Staff Report**

Term overviews have been tabled.

## **10. Grounds/Building Report**

Nothing to report

## **11. Kindy Report**

Delivered by Olivia Alpe. See attached report

## **12. Parent Club Report**

Delivered by Oliva Alpe

Rachel attended school starter transition meeting to pass on information about parents joining parent club

Swimming carnival catering today

Looking for people to volunteer for magazine committee to make light work

Question has been put forward to whether parent club can take photos of other children during events without a police clearance? Anne will take this under advisement and suggests the use of a school iPad that has been provided by the school. There is a question as to the quality of the pictures.

Bill Clarke will be doing uniforms

## **13. Out of Hours School Care (OHSC)**

Delivered by Anne Franks, see attached report.

## **14. Pastoral Support Worker Report**

Delivered by Bill Clarke, see attached report.

## **15. Round Table / Any other business**

**Next Meeting Date:** 21<sup>st</sup> March, 7pm

**Meeting closed at:** 8.55pm