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Fairfield Primary School

School Council Minutes

Date: Monday 15 August 2016

Time: 6.30pm

Venue: FPS Staffroom


Member Name	Representation	Committee/Officer Bearer	Present	Apology	Non Attendance
Alister Bayston (ATB)	Parent Member	President	✓		
Doug Galbraith (DG)	Parent Member	Buildings & Grounds	✓		
Kate Symons (KS)	Parent Member	Secretary/Vice-President	✓		
Alexa Every (AE)	Parent Member	Policy	✓		
Jodie Palmer (JP)	Parent Member	Community	✓		
Richard Lewis (RL)	Parent Member	Community	✓		
Nicholas Schijf (NS)	Parent Member (co-opt)	Treasurer		✓	
Paul Coia (PC)	Parent Member (co-opt)	Policy	✓		
Kelly Chislett (KC)	DE&T Member	Community		✓	
Geoff McShane (GM)	DE&T Member	Buildings & Grounds	✓		
Paul Wallace (PW)	DE&T Member	Policy	✓		
Allana Bryant (AJB)	DE&T Member	Executive Officer	✓		

At Fairfield Primary School we wish to acknowledge the Wurundjeri people as the traditional owners of the land.
We pay respect to their Elders, past and present.

Min No		Minutes	Action
1	Opening / Welcome <i>President's address/ Check quorum</i>	ATB confirmed that a quorum was present at 6.40pm. ATB opened the meeting as President and welcomed all members. School Council welcomed Katrina Lamers, a current FPS teacher, as an observer to the meeting.	
2	Attendance/Apologies	ATB noted apologies received from NS and KC. Motion: That School Council accept the apologies. Moved: ATB Second: JP Motion carried	
3	Minutes of previous meeting	ATB invited corrections to the previous minutes dated 18 July 2016. No corrections were requested. Motion: That School Council adopt the minutes of the previous meeting held on 18 July 2016. Moved: KS Second: AE Motion carried There was discussion regarding action items from the last meeting. AJB reported that she is continuing to pursue contact with the relevant architects in order to progress the updating of the school's Master Plan. AJB further reported that PC has worked with the school office to implement a parent payment policy accessible through Compass	KS to arrange for copies of the minutes of 18 July to be signed and placed on the FPS website


4	Reports	<p><u>Principal's Report</u></p> <p>AJB spoke to the Principal's report.</p> <p>AJB raised the issue of the viability of restoring and repairing the stained glass windows (and timber window frames) in the Old Hall, costing approximately \$30,000 from school funds. There are immediate safety issues to be addressed as well as a longer term aspect to restore the integrity of the building.</p> <p>ATB requested further details of the quotation and other competing projects at the school for further consideration at the next meeting in order to justify the expenditure prior to School Council approving any funding. AJB will also approach the Department to explore the possibility of attracting some funding given the unique nature of the project.</p> <p>AJB reported that there is approximately 10% student growth for 2017, including a large number of new families to the school.</p> <p>Motion: That School Council accept the Principal's report. Moved: AJB Second: PC Motion Carried</p> <p><u>Finance Report</u></p> <p>The Finance Report was received, as tabled.</p> <p>AJB reported that additional donation funds been received in August. ATB queried any further opportunities in which to elicit additional donations. AJB advised that there will be an improved strategy for next year's process.</p> <p>Motion: That School Council accept the Finance report. Moved: AJB Second: ATB Motion Carried</p> <p>Motion: That the financial reports and associated tables for the month of July 2016 as presented in the Financial Report be accepted as a true and accurate record of FPS' financial position. Moved: AJB Second: AE Motion Carried</p> <p>AJB commented that the general ledger is always available for School Council to consider if required.</p> <p>AJB referred to the request that School Council consider the upgrade of a quantity of ICT hardware and the allocation of \$40,000 of community fundraising for this purpose. This will be considered, with further information, at the next meeting.</p> <p><u>Buildings and Grounds Report</u></p> <p>There was no report for Buildings and Grounds Committee.</p> <p><u>Policy Report</u></p> <p>PW referred to the Policy Report and the amended Student Volunteer Policy. School Council agreed to consider them at the October meeting.</p> <p><u>Community Committee Report</u></p> <p>JP spoke to the Policy Report.</p> <p>Motion: That School Council accept the Community Report. Moved: JP Second: RL Motion Carried</p> <p>Motion: That School Council approve the Community Committee's proposal to fund a point of sale (POS) system from the community committee budget</p>	<p>AJB to provide further detail at the October meeting regarding the restoration and repair of the stained glass windows Old Hall</p> <p>School Council to consider funding the upgrade of a quantity of ICT hardware at the October meeting</p> <p>School Council to consider the Policy Report and the amended Student Volunteer Policy at the October meeting.</p>
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5	Essential Business	<p>Motion: That the amended FPS Goals and Objectives for 2016/17 be approved. Moved: ATB Second: RL Motion Carried</p> <p>DG arrived at 7.15 pm</p> <p>AJB referred to the Professional in Residence each year, not always art based, performing arts, budget of approximately \$5000 for SC to promote.</p>	KS to include the item of 'Professional in Residence' on the agenda for the October meeting
6	Correspondence	The OSH Club Term 2 Report was taken to be read, as circulated with the Council Pack.	
7	General Business	School Council agreed that discussion of a potential community member and the future of the farmers market (particularly once more is known about the netball court) be rolled over to a future meeting,	KS to include community member and future of the farmers market on a future agenda
8	Workshop	School Council members participated in a workshop focussed on the review of FPS fundraising, sponsorship and community events (not minuted) from 7.15 to 8.30 pm.	
8	Close of Meeting	Meeting Close: 8.40 pm	
9	Next Meeting	Next Meeting: 17 October 2016 at 6.30pm	



Alister Bayston

School Council President
Date 21/10/2016



Allana Bryant

Executive Officer
Date / / 2016