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## Yahl Primary School Governing Council

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### Minutes of Committee Meeting held Tuesday 31<sup>st</sup> July 2018

**Present:** Chris Morrison, Kym Muller, Donna Sard, Kristen Capewell, Kirsty Michalski, Bradley Crisp, Kristy Guppy, Lorraine Bingham, Rachael Minnis, Kylie Cook, Aeron Turner, Donna-Lee Elletson, Angela Janeway, Wendy Balshaw

**Apologies:** Kerry Ruwoldt, Fiona Laube, Kylie Boston

**Meeting Opened:** 19:05

Kym opened the meeting and welcomed all members.

**School Captains Report:**

No report this meeting

**Minutes of the last meeting:**

**Motion:** That the minutes of the previous meeting (19<sup>th</sup> June, 2018) be confirmed as a true record.

**Moved:** Kristy Guppy

**Seconded:** Rachael Minnis

**Carried**

**Business arising from minutes:**

#### **ACTIONS TABLE**

\*Graduation Pens - It was briefly discussed that the school has been using Faith Jewellers for many years as the owner is an old scholar of Yahl Primary. Due to the generous discount we are offered for this service the school would like to continue to use Faith Jewellers to supply the yr 7 pens for as long as this offer is available to us.

A vote was held and all members present were in favour of this decision.

**Correspondence In:**

- SAASSO Magazine

**\*All correspondence of the fundraising variety will now be minuted in the fundraising committee minutes and not in Governing Council minutes\***

**Correspondence Out:**

- New uniform policy letter and voting slip (25/07/18)

**Business arising from correspondence:**

## **REPORTS:**

### **Principal's Report**

Tabled by Chris Morrison

**Motion:** That the Principal's Report as tabled be accepted.

**Moved:** Chris Morrison                      **Seconded:** Aeron Turner                      **Carried**

### **Treasurer's Report**

Tabled by Kristen Capewell

**Motion:** That the Treasurer's Report as tabled be accepted.

**Moved:** Kristen Capewell                      **Seconded:** Rachael Minnis                      **Carried**

### **Fundraising Report**

Tabled By Donna Sard

**Motion:** That the Fundraising Report as tabled be accepted.

**Moved:** Donna Sard                      **Seconded:** Rachael Minnis                      **Carried**

## **GENERAL BUSINESS:**

- **Policies** - Chris spent time over the school holiday break with Jenny McCormick writing new policies specific to Yahl Primary school. In total 4 new policies and a context statement have been completed. Chris will forward these policies out to Governing Council to read through at their convenience. Chris would like feedback from members as to whether these policies read clearly and can be easily understood before they are available to the school community.

Once this feedback has been received, governing council will be asked to certify these policies. At this time review dates will be decided for each policy on an individual needs basis.

Policies will be ratified at the next meeting.

- **Review** - Yahl Primary School is set for review in Week 1, Term 4 and Chris is currently preparing for this. Chris will travel to Adelaide to find out what is required of the school on September 6<sup>th</sup>. She is confident with any feedback the school will receive. The review is a 2 day process where the principal, GC Chairperson, all teachers and selection of parents and students will be interviewed to gather the required information.

-**Fundraising** - The fundraising committee met for the first time yesterday (Monday 30<sup>th</sup> July). At this time Kristen (Chairperson and Treasurer) welcomed the new committee consisting of

- Donna Sard, Governing Council rep (secretary)

- Aeron Turner, 6/7 class rep

- Rachael Minnis, 5/6 class rep

- Michelle Holloway, 3/4 class rep

- Bec Piper, 1/2 class rep

- Brooke Sawyer, F/1 class rep

A number of fundraising ideas are already being considered with a family bingo night planned as the Term 3 major fundraiser. This is tentatively booked for 14/09/18.

Another Wheels a Thon is also tentatively booked for 16/11/18 as the Term 4 major fundraiser. Funds raised will be used to subsidise Canberra Camp 2019 and 3-7 school camp 2018. Governing Council were happy with the direction the committee is moving. Next fundraising committee meeting is set for 03/09/18.

**-Staffing** - SSO hours have been increased and Leanne Hill has settled into her position well following Jennie Say's retirement. Sue Shaw from Mulga Street Primary has been assisting Leanne 1 day per week while she learns all aspects of this new role. A position for a permanent SSO2 will be advertised towards the end of the term to begin in 2019. 2020 will see the beginning of the transition process for yr 6 students who by the end of 2022 will begin yr 7 in high school. At this stage we are unaware how the department will roll this out and are awaiting further information.

**-Upcoming Dates:**

|                          |                                 |
|--------------------------|---------------------------------|
| Term 3 Begins            | 23 <sup>rd</sup> July           |
| Governing Council        | 31 <sup>st</sup> July, 7pm      |
| Governing Council        | 18 <sup>th</sup> September, 7pm |
| Yahl Community Christmas | 25 <sup>th</sup> November       |
| End of Year Concert      | 3 <sup>rd</sup> December        |

**Questions on Notice**

**-Peoples Choice Credit Union Raffle** - Kristen informed council members that it is important for the school to sell as many of the raffle books as possible if we wish to be included in this fundraiser in future years. As the school receives all money back from the sale of these tickets, raffle organisers have informed her that any unsold tickets are able to be purchased by the organisation provided they are not in the organisations name. Kristen put forward a motion that any unsold tickets be purchased by the school under Chris Morrisons name. All ticket numbers and stub will be recorder and signed off by herself and Governing Council Chairperson, Kym Muller and retained by the finance committee. Any prizes that may result from these tickets will be decided upon by the school as required.

Governing Council were all in favour of this decision.

**Motion:** All unsold People's Choice Credit Union raffle tickets will be purchase by Chris Morrison on behalf of Yahl Primary School under strict consultation with Kristen Capewell and Kym Muller.

**Moved:** Kristen Capewell

**Seconded:** Donna-Lee Elletson

**Carried**

**-Year Book** - Kristen would like to see a year book created for both 2017 and 2018. It was discussed if this is something the students could be involved in making or co-ordinated by parent volunteers.

Kristen will co-ordinate and oversee the development of a 2017 and 2018 year book with the option of a student club being created in 2019 to create future yearbooks.

Rachael Minnis, Donna-Lee Elletson and Donna Sard have offered to help Kristen get this off the ground.

**-New Governing Council Meeting Date** - Due to the Simon Breakspear seminar being moved Chris asked for a new date to be set for the next meeting.

Next Governing Council meeting date is now set for week 9, Term 3, 18<sup>th</sup> September 2018

**REFER TO ATTACHED ACTIONS LIST**

**Next Meeting:** 18<sup>th</sup> September @ 7pm

**Meeting Closed:** 20:10

Minutes confirmed as a true record :

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Governing Council Chairperson

\_\_\_\_\_  
Principal

Date