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## Yahl Primary School Governing Council

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### Minutes of Committee Meeting held Tuesday 22<sup>nd</sup> May 2018

**Present:** Chris Morrison, Kym Muller, Donna Sard, Kristen Capewell, Yvonne Archibald, Bradley Crisp, Kristy Guppy, Lorraine Bingham, Kerry Ruwoldt, Kylie Boston, Fiona Laube, Kylie Cook, Wendy Balshaw, Aeron Turner, Donna-Lee Elletson (late, notified)

**Apologies:** Rachael Minnis

**Meeting Opened:** 19:05

Kym opened the meeting and welcomed all members.

**School Captains Report:**

School Captains were not present for this meeting but will attend the next meeting and give their report.

**Minutes of the last meeting:**

**Motion:** That the minutes of the previous meeting (10<sup>th</sup> April, 2018) be confirmed as a true record.

**Moved:** Kylie Boston

**Seconded:** Kristy Guppy

**Carried**

\*an amendment to be made in regards to the motion put forward relating to the new logo for uniforms in 2019. It will be clarified that the new logo is to be used in conjunction with and not to replace the shield on school letterheads and correspondence.

**Business arising from minutes:**

#### **ACTIONS TABLE**

\*Basketball court backboards- completed. Chris to talk to Wendy Loughhead about some nets. Kym to install when they are received.

\*Standing Orders, RAN Training and Governing Council Training email- Kristen sent out emails to all Governing Council members 11/04/18. Still a few members to complete the online training. Lorraine asked for email to be resent to her as it may have been deleted by accident.

\*New uniform dress code policy- Chris presented the 2 options. Chris and Kerry will now draft up a letter with the new policy ideas to be presented to the school community.

\*Walk through St Martins- currently postponed due to Chris's knee surgery. Kylie will organise at a later date when Chris is recovered.

\*Reduce waste in lunchboxes- Donna-Lee attending SRC meetings. Steph Taylor has been helping by putting together a healthy eating newsletter, consisting of a fun facts, a recipe and healthy ideas.

Donna-Lee has began doing cooking demonstrations with the classes. Homemade pizzas were made with Mel Holtz's class this week. She has also been sending the kids home with info sheets on additives in processed foods.

\*Fundraising committee members- only 4 nomination forms were received back from parents. Another call out for parent volunteers will be put out and Chris will approach some parents to encourage parents not currently on Governing Council to have an opportunity to become more involved in the school if they wish to.

**Correspondence In:**

- School Post Magazine
- Certificate of Affiliation from SAASSO
- District Council of Grant- Food Safety Training short course flyer

**Correspondence Out:**

- RAN Training email
- Governing Council Training email
- Standing Orders email

**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:** Wendy Balshaw                      **Carried**

**Treasurer's Report**

Tabled by Kristen Capewell

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

**Moved:** Kristen Capewell                      **Seconded:** Kylie Cook                      **Carried**

Kristen noted that although the school is still waiting on a final invoice from the butcher an approximate profit figure for the 150th celebrations is around \$1475. She also mentioned this was great to see from an event the school was just hoping to break even with.

Kylie Boston questioned if the Thank You cards had been arranged for those who assisted with this event. Chris noted the cards were being made and would be sorted by the next GC meeting.

**GENERAL BUSINESS:**

**-Installation of a notice board near the ramp under the shelter** - Chris is looking into the purchase of a notice board that will be installed near the ramp under the shelter as per the SRC's request

**- Installation of a notice board outside the school front door and enclosed by perspex -** Chris is also looking into an enclosed notice board to be installed at the front door of the main building to protect notices from the weather.

Aeron mentioned Grant High School are currently doing some renovations and will enquire with the high school groundsman if there have anything suitable that is being sold or disposed of during these renovations that we could use before Chris goes ahead with the purchase of new notice boards.

**-Yahl Community Christmas Party meeting date-** A meeting date has been set for Tuesday 29th May at 7pm for the Community Christmas Party meeting. Chris and Kerry to place this information in the next school newsletter. All Yahl Community and School parents are encouraged to attend and get involved in the planning of this event.

Kerry mentioned that the date originally discussed at our previous meeting was likely to change to the 23rd of November rather than the 30th as previously noted due to the school concert. The idea of whether to hold it on a Friday night straight after school or on a Sunday afternoon would better suit people. This will be discussed their meeting.

Yvonne questioned if this event was an elective event for families of students to be involved with or something the staff were also to be involved with. Chris clarified that this was an after school elective event for families to be involved with and attend.

The school grounds will be utilised for the event and the school will utilise the even as the final 150th year celebration. The Yahl Hall Committee are happy with this but stilulated the event is to be called "Yahl Community Christmas Party" and is to identify as a community event not just a school event.

**-Fundraising Committee-** 4 nominations have been received. Based on those nominations we woud have a parent rep from all classes but the Foundation room.

Another call out for parent nominations will be made. It was discussed about approaching some parents and asking them personally if they would like to join. Chris will follow this up.

**-Fundraising Priorities-** It was decided guidance for fundraising priorities would come from the principal and governing council.

Chris stated she would like Canberra Camp to be the schools first priority for a major fundraiser due to the camp date being moved to week 11 in 2019. Chris would like t I see us aim for \$3000 to help subsidise the camp by \$100 per student attending.

Money for the year 7 graduation pens should also be a priority and some of the older students would like some normal sized footballs to play with during break times rather than the small ones they currently have. Kym noted a size 4 football is what we would be aiming to purchase.

Chris mentioned Bunnings have offered the school another bbq date around Aug/Sep as a fundraising opportunity. Volunteers would be required to assist on the day and would be organised later closer to the day.

**-Debt Collection-** Kristen was going to follow up where this was currently at with Jennie. Jennie was away for the last finance meeting but Kristen aims to follow this up at the next meeting. The overall decision from council members was to move forward with pursuing collection action.

**-New Quicksmart Room-** Chris offered to open the new quicksmart room for council members to inspect following the meeting if they wished. The school is happy with how this space has come together and is being utilised.

Wendy B commented on the benefits she saw from this space following her child's use of the room throughout the course of the NAPLAN testing last week. She believes this new space is an asset to the school.

**-Architect-** The school was fortunate enough to have an architect look around our school and engage in discussions with Chris about the site improvement direction the school is wishing to go in. He was impressed with this direction and suggested Chris speak with Adam Box about any entitlements the school may be able to utilise while undergoing the improvements.

He also gave some ideas and suggestions on how the library area could be better utilised if more space is required in the future.

The ideas put forward were without a financial cost idea but were just ideas on directions that could be taken.

All work undertaken would be on a basis of priority first. The architect will send through drawings when available that can be then handed onto a builder and broken down into smaller jobs to get the site improvements started.

His aim was to create better space with our space.

<b>-Upcoming Dates:</b> School Closure	7 <sup>th</sup> June - Big 6 in Numeracy Training
Queens Birthday	11 <sup>th</sup> June
Governing Council	19 <sup>th</sup> June
Adelaide Pedal Prix	17 <sup>th</sup> June
150th Afternoon Tea	22 <sup>nd</sup> June
End of Term 2	6 <sup>th</sup> July - Early dismissal
Term 3 Begins	23 <sup>rd</sup> July
End of Year Concert	3 <sup>rd</sup> December

**-Questions on Notice-** Nil

**-Other Business-** Kylie B again asked about some kind of locker/hook system for the 6/7 bags so they are not a trip hazard just outside the classroom door. Chris said she would consult with Gary about a possible solution for this.

Kristen mentions that things need to start happening with the cookbook as part of our Parents in Education grant (P.I.E. Grant). It was suggested some of the P.I.E. grant money could be used to tie

in with the SRCs reduce waste campaign. Kristen noted that the P.I.E. grant money could not be used on the children as it was specifically for Parents.

Funding for the ingredients used in the cooking classes will need to be sourced from elsewhere to continue the project. Chris was going to look into placing a notice in the newsletter calling for recipes from the school community to be placed into a book.

Kristen also noted once the book was put together that it was not something the school could profit from as the funds to develop it came from grant money.

The cookbook will need to be completed by the end of the year to meet the grant requirements.

Aeron suggested a handmade pen option to be considered by council as the graduation pens for this year's year 7 students. Aeron will organise to bring one of the pens into the next meeting for consideration.

**\* Please note attached Actions list**

**Next Meeting:** 19<sup>th</sup> June @ 7pm

**Meeting Closed:** 20:20

Minutes confirmed as a true record :

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Governing Council Chairperson

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Principal

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Date