

Action and Agreement Record – School Council

Date:	13 th May 2019	Time: 6.00pm	Duration:	Location: RHPS Conference Room
Meeting Objective	School Council - As representatives of our school community, our purpose is to collectively work towards achieving our whole school goals.			
Attendees	Alex Mowat, Remco Burgers, Mediha Bayir, Ali Sahin, Jacqui McLellan, Abbey Berjawie, Zeynep Uzunomer, Narelle McCaffrey & Julie Lowerson			
Apologies	Pat Lynch			

Actions and Agreements				
No	What	Moved by	Seconded by	Person Responsible
1	Business from last meeting Acceptance of minutes from previous meeting	Jacqui	Remco	Alex
2	Welcome School Council acknowledges that we have a quorum to continue with this meeting Acceptance of minutes from previous meeting DR. Mohammad Omer – Due to personal circumstance has had to withdraw from SC	Remco	Narelle	Alex
3	Office Bearers President – Jacqui McLellan Vice President - Remco Burgers Treasurer – N/A Subcommittee members; Correspondence- Mediha Bayir Fundraising - Zeynep Uzunomer & Abbey Berjawie	Ali	Zeynep	Alex
4	Correspondence: Incoming Outgoing	Remco	Ali	Jacqui McLellan
5	Principal Report	Ali	Narelle	Alex

6				
7	<p>Excursions and Incursions:</p> <p>Upcoming Grade 5's will be learning how to be safe online and exploring the link between social media and health.</p> <p>The session times are as follows:</p> <p>13/6/19 - 13:00 - 14:00 - Grade 5D 18/6/19 - 13:00-14:00 - Grade 5A 19/6/19 - 10:30-11:30 – Grade 5B 20/6/19 - 13:00-14:00 - Grade 5C</p> <p>22nd May Science Incursion</p> <p>Reminders</p> <p>Student Lead Conferences</p> <ul style="list-style-type: none"> • Altered School Day 28th August <p>Curriculum Days</p> <ul style="list-style-type: none"> • 15th July • 4th November 	Narelle	Jacqui	Alex
8	<p>Finance: (Not to be taken off)</p> <ul style="list-style-type: none"> • Balance Sheet 	Remco	Jacqui	Jacqui McLellan / Alex

	<ul style="list-style-type: none"> • Balance Sheet specific period • Operating Statement • Bank Account Movements • Cash Payments Report • Cash Receipts Report • Cash Flow Statement • Annual Sub program budget • Annual Program Budget Variance • Family Credit notes • Sundry Debtors • Sundry Credit Notes • Bank reconciliations • Cancel Receipts • Cancelled payments • Journal Report • Invoices Awaiting Payment • Program Transaction History Specific Period • Sub program transaction history specific period • SRP Budget Management • Purchasing Card Statement <p>Finance reports to be accepted and the accounts listed as paid to be approved</p>			
8a	March and April's financial reports to be approved	Jacqui	Narelle	Alex
	Confirmed 2019 cash budget and cash flow to be endorsed	Remco	Abbey	Alex
	In the absence of Karen Sparks (LSL) (Business Manager) Renee Ruuska authorised to sign purchase orders	Ali	Abbey	Alex
	Approve Mother's Day stall to have a budget- \$2000	Narelle	Remco	Alex
9	<p>Fundraising: Mother's Day Stall A huge congratulation to Zeynep and Abbey for organising the mother's day stall. A parent group has been organised to support future plans</p>	Jacqui	Narelle	Jacqui McLellan /

	\$879.12 was raised at the Mother's Day Stall The fundraising group will decide where the money through a wish list will go and bring to school council Fundraising Sub-committee will meet with school staff in W5			Zeynep Uzunomer
10	Maintenance: To be discussed at next meeting			Jacqui McLellan / Pat
11	General Business: School council – has requested an educational review into current language practice at school Students being disruptive to learning whilst at the toilets – to be addressed at cohort meetings SC promote the school at the election poling at the school – handing out flyers	Jacqui	Remco	Alex
12	Scheduled date for next meeting: Monday 24 June @ 6pm			Jacqui McLellan
	Meeting closed:			
Special Note: If you are unable to attend a School Council Meeting it is essential that you contact the school (Phone 9305 1688) on the day of the meeting before 12 noon . This will enable us to cancel the meeting if we cannot make a quorum.				