White Hills Primary School  
Council Meeting  
Monday, 20th August 2016

Meeting opened at 7:05pm

1. Present: Jan Ellis, Scott Ross, Lauren Ray, Tim Crawford, Dion Costigan (acting chair), Sam Lempio-Franklin, Kylie Pitt, Amanda Burrows, Jason Treble, Corey Warne, Tanya Miles  
   Minutes: Lauren Ray

2. Apologies: Kingsley Morse-McNabb, Kellie Adcock

3. Minutes of Meeting held on Monday, 20th June 2016 presented.

   Motion: that the minutes of meeting held on Monday, 20th June 2016 are correct and accepted.  
   Moved: Scott Ross / Jan Ellis  
   Carried

4. Business Arising: Nil

5. Correspondence Out
   - Application for Round 2 of the Shade Sail Grants. Closed 29th July

6. Correspondence In: Nil

   Motion: that the Correspondence In presented on Monday, 15th August 2016 be accepted.  
   Moved: Scott Ross / Lauren Ray  
   Carried

7. Reports

   Finance Report for June 2016 presented by Dion Costigan
   Discussion held.
   Motion: that School Council accepts the Financial Report for June 2016 as presented to the School Council meeting on Monday, 15th August 2016. Cheques numbered 036225 to 036630 inclusive and Direct Debits are ratified for payment. The total number of cheques presented for ratification is 3 and Direct Debits is 5.  
   Moved: Tanya Miles / Kylie Pitt  
   Carried

   Recommendation: the above general business items be approved by School Council

   Finance Report for July 2016 presented by Dion Costigan
   Discussion held.
   Motion: that School Council accepts the Financial Report for July 2016 as presented to the School Council meeting on Monday, 15th August 2016. Cheques numbered 036633 to 036635 inclusive and Direct Debits are ratified for payment. The total number of cheques presented for ratification is 2 and Direct Debits is 5.  
   Moved: Scott Ross / Jason Treble  
   Carried

   Finance General Business
   1. Discussion held regarding playground quotes, still waiting for one more quote before decision is made.  
   2. Budget adjustments have been made to several budget areas to reflect money spent  
   3. Replacement of furnace approved within grounds budget  
   4. Student Banking is transferred to the Bendigo Bank (currently Commonwealth Bank)  
   5. Uniform Shop price adjustments. Discussion held.

   Recommendation: the above general business items be approved by School Council
Management Report for August 2016 presented by Scott Ross
1. Staffing appointments – maternity leave and LSL appointments
2. Security – upgrading locks within the school
3. Multi-Age Day – very successful
4. Father’s Day Breakfast – 7:30am Wednesday 31st August
5. School Fair – 4th November
6. OHS Support – Recent Audit and Recommendations

Motion: that the August 2016 Management report as presented be accepted.
Moved: Scott Ross / Kylie Pitt  Carried

Curriculum report for August 2016 presented by Lauren Ray
Discussion held.
Motion: that the August Curriculum report as presented be accepted.
Moved: Lauren Ray / Tanya Miles  Carried

Environment report for August presented by Scott Ross
1. Completed Works
   Repairs and Maintenance to evaporative air conditioners
   Golden City Gates removed chain mesh fence for bin area
   New Mod 5s Blinds have been installed
   Crawford’s have done a fantastic job installing seating and shade trees
   New shed in the process of being installed
   Installation of steel kickboards in brick area doors after break ins
2. Projects Needing Completion
   Next stage of grounds masterplan – playground, seating & shade
   Removal of older playground equipment and preparation of the site of new playground site.
   Increased security and preparation for Lock Down procedures
   Revamp sandpit near main playground, log inserted, edging built up and new sand
   Staged replacement of school furnaces for heating. Discussion held.

Motion: that the August Environment report as presented be accepted.
Moved: Scott Ross / Kylie Pitt  Carried

Verbal Parents Club and Fundraising Report presented by Sam Lempio-Franklin
Discussion held.
Parent’s Club want to hire a “Meltdown” machine from The Zone as a major attraction for the fair.
School Council willing to wear a possible cost if it does not cover costs.

Motion: that the Parents Club hire a “Meltdown” machine from The Zone at a cost of $1100 and the Fundraising Report be accepted.
Moved: Tanya Miles / Amanda Burrows  Carried
8. General Business

8.1 Strategic Planning Status

8.2 New Policies – VRQA Requirements
- First Aid Policy and Procedures/Accidents and Incidents Reporting Policy
- Anaphylaxis Management Policy
- Administration of Medication and Care Arrangements for Ill Students
- Visitors in Schools (Including External Providers)
- Bullying Policy
- On-Site Supervision of Students Policy
- Communications and Procedure Policy
- Critical Incident Plan
- Child Protection and Reporting Policy

*Recommended MOTION: That school council approves the policies listed above.*
Moved: Corey Warne / Tim Crawford Carried

8.3 Child Safe Standards – In Progress

8.4 Approval of Risk Register Documents (Camps & Energy Breakthrough)

*Recommended MOTION: That school council approves the Risk Register Documents for Grade 3, 4, 5 & 6 Camps and Bendigo HPV Grand Prix and that School Council approves the above General Business items*
Moved: Tanya Miles / Sam Lempio Franklin Carried

Next Meetings –
Finance Thursday, 13th October 2016
All other meetings – Monday, 17th October 2016
Meeting closed at 8:14pm