

JAMIESON PRIMARY SCHOOL

DATE: 30th July 2020.



1. **WELCOME AND CALL TO ORDER:** 1631Hrs
2. **ATTENDANCE:**
 - a. **Non DET councillors:** Rebecca Bolwell (RB), Kate Berg (KB)
 - b. **Community councillors:** Peter Horan (PH)
 - c. **DET members:** Jayne Thackray (JT) Genevieve Bolwell (GB)
 - d. **Apologies:** Alicia Lindsay (AL), Ben Moyle (BM) on work-cover leave
 - e. **Observers/non-council attendees:** Sonja Kalbitzer (BM replacement)
3. **DECLARATION OF A QUORUM:** Yes **ATTENDANCES NON-DET:**
4. **DECLARATIONS OF CONFLICTS OF INTEREST:** **Negative**
5. **MINUTES OF PREVIOUS MEETING HELD:**
 - a. **Motion:** *Minutes are a true and correct record of the previous meeting:*
Moved: PH **Seconded:** JT **Carried:** All others present
6. **BUSINESS ARISING FROM THE MINUTES OF THE PREVIOUS MEETING:**
 - A. Use of bus. This needs to be investigated. The bus has been graciously supported by an anonymous benefactor who will pay for the insurance. A great result and much appreciated. GB will do further enquiries into using as a school pick-up bus.
 - B. Advertising – What do we look at – We need more kids. Ben was going to look at advertising during Education Week, have now missed that deadline. GB will continue to use Jamieson online as a means of advertising. KB suggested we create more afterschool opportunities to attract students and it be a selling point. KB suggested Auskick which can be funded through the school or something like table-tennis etc.
7. **CORRESPONDENCE INWARDS DET:**
 - a. COVID department messages. Melbourne & Mitchell Shire. New documentation and guidelines regarding masks was put before council members. No students or teachers to wear mask during teaching time. Teachers recommended to wear masks during playtime, outside supervision times, first aide.
 - b. VSBA- School teacher House. GB received an email today and no funding available – a budget bid will be required. Should school need rental the department suggests we seek other rental properties.
 - c. Property Insurance changes. Department has stipulated considerably underinsured.
 - d. Meeting numbers – only 6 meetings required during COVID. Will need to keep one for review in Term 4.
8. **CORRESPONDENCE INWARDS OTHER:**
 - a. **Merrijig-** Life Ed As we are not permitted to travel to other school this excursion will not be happening. Paperwork has been sent through from Merrijig and we will therefore run own program. Paperwork was shared with committee.
 - b. **Respond-** Soup postponed. No sharing of food due to COVID, so this program will not be happening.
 - c. **Sporting Schools-** on hold. Ben was able to get a \$1000.00 grant and purchase a lawn bowls set. RB suggested we purchase a grass roll-out for basketball court.
 - d. **School Camp-** Cottage by the Sea. GB visited over the holidays and was advised still on at that point. 23rd November is booked date.
 - e. **Cindy McLeish.** FYI correspondence shared.
9. **CORRESPONDENCE OUTWARDS DET:**
10. **CORRESPONDENCE OUTWARDS OTHER:**

- a. JPS letter to parents. COVID Term 3. Letter was sent out to all parent and GB shared copy with council.

11. EDUCATION & CURRICULUM:

- a. COP meetings and resources as well as online PD's coming thick and fast at this time. Mr Moyle has been attending all online meetings and PD.

12. GROUNDS & MAINTENANCE:

- a) Grounds: Sue, Ben and Sonja. Bulbs popping up.
- b) Corrective actions taken on the uneven levels of pathways re. Mr. Moyle's ankle injury. Corners abutting paths filled in.
- c) Signs denying entry to stay, just in case DET locks us all down again. Will leave these on to deter people from entering.
- d) JT raised issue of maintenance of gas heaters. GB will follow-up.
- e) Grants
- i. PLC funding application successful \$2000. Ben's submission was used as an exemplar as an excellent submission.
 - ii. NEVR support. \$190 to go towards Essential Assessment.
 - iii. Greener Govt (Solar) grant. PH read paperwork and explained it is more of a loan that will need to be repaid. PH to look into this further.
 - iv. Schools Minor Capital Works Fund –Major grant applied for. See document. Documents and plans presented to council by GB. 14th August is closing date for submission.

13. EXCURSIONS REQUIRING SCHOOL COUNCIL APPROVAL: Nil

14. EXCURSIONS REQUIRING REGIONAL DIRECTOR'S APPROVAL: Nil

15. EXCURSIONS REQUIRING THE PRINCIPAL'S APPROVAL: Nil

Permission sought to conduct a 'Nature walk' to tie in with our investigation into invertebrates.

Student Excursions and Events- Complete NIL

Staff Development & Meetings- Complete

- a. Webex Principal briefings Wednesdays @ 8.00 a.m.
- b. BMW Network Webex meetings. July 23^d & 28th.
- c. Communities of Practice (CoP) Numeracy & Literacy F-2 and 3-6. Running again due to Remote Learning.
- d. LearnEd modules – Ben has completed 20 units on LearnEd for professional learning. GB has completed the Return-to-work coordinator module.
- e. Review coming in T4. Our reviewer is **Phillipa Morrison** of Monash (review company). Documentation presented and council members encouraged to take home to read and comment on. Most of the policies up to date.
- f. Respectful Relationships Webex or MPS – 27th July 2.30-4pm. Ben was unable to attend this meeting and GB was unable to logon to the seminar.
- g. Lyn Sharratt Webinar. July 28th. 9 a.m.-11.30. GB attended this on Wednesday. JPS looking at implementing many of the parameters and guidelines.

Staff Development & Meetings- Coming Up.

1. Area Meeting Aug. 6th. 8.30-12.00.
2. NESAY Aug. 6th. 11.30-1.30.
3. Emergency Management Plan. Tuesday 18th Aug. 12.30-2.30.

16. PRINCIPAL'S REPORT: .

- GB announced her retirement and read out a letter to her from Region. Position will be advertised during Term 4. GB feels it is now important to support her husband and family. GB thanked everyone for their support.
- Workcover Mr. Moyle – Next Dr's check-in is 10th August. CT scan done Tuesday 28th June, results not yet known. His pay is now covered by Work-cover.
- New students. They have transferred from their other school. All permissions were sought and granted both from DET, Region and DHHS.
- One family will be in quarantine until Week 4. School work has been provided.

17. FINANCE COMMITTEE REPORT:

- a. Summary presented by Peter Horan. Finances are good and all in order. Expenses are low as unable to undertake much.
- b. All reports tabled.
- c. Students have indicated that the chairs in the senior room are uncomfortable. GB looking at second-hand chairs and is able to have a delivery tomorrow if council approves. As not a full class set available of any chairs it was suggested students make their own cushions.

Motion: That SC accepts the financial reports (cash flow, balance sheet and operating statement summary) as tabled by the finance committee.

Approved: Moved: JT Seconded: PH Carried: All

18. SCHOOL POLICY DEVELOPMENT:

- a. Review- GB printed and handed out so that all members able to look at and comment. GB asked for general feedback at a later date. Date set for review is early November. Policy needing to be set home is "Student Engagement and Wellbeing". GB will email all council members a copy of this and hard copies given to parents. RB suggested parents be approached at the school gate.

19. OTHER WRITTEN REPORTS: Nil

FYI regarding current COVID situation – a staff member at Timbertop had secondary contact, but came in negative.

20. GENERAL BUSINESS AS LISTED:

FUNDRAISING

- i. Trivia Night – Ben has completed it, Ready to go, just waiting on the hall availability and lifting of restrictions

21. NEXT MEETING: 17th September

22. END OF MEETING: 1728 Hrs

President signs the minutes of the previous meeting. President signs each excursion approved by school council.

Ben Moyle
Principal

Date

Rebecca Bolwell

Date

School Council President