

minutes

Clifton Creek School Council

May 13, 2009

5:00 p.m. – 7:00 p.m.

Present : Anne, Dianne, Nigel, Ian, Pamela, Carol

Apologies : Georgia, Ross, Russell, Leanne, Jenny

Minutes from last meeting 24/03/09 confirmed as accurate: Passed: Ian

seconded: Dianne

Additional Items for General Business

Business Arising from Minutes

Better Schools Today

Notification that the second mod 5 will be coming June school holidays. The builders will have 10 days to get the new mod 5 completed. Only school to get a new Mod 5 as opposed to refurbished old mods.

Builder has suggested an alteration to the mod 5;

To raise the building to be level with the path eradicating the need for a ramp. Decking will bridge from the mod 5 to pathway. Motion to accept the changes made

Action:

Junior room needs to be packed up by the end of term

Motion:

School council to accept the proposed change to the mod 5

Passed: Anne

Seconded: Nigel

Insurance

Ian has researched insurance for buildings not covered by the education department policy, including the lab and art room. Recommendations have been made and the finance committee will review these for the next school council meeting.

Action:

Agenda item for next meeting

Swimming

Swimming dates have been confirmed as the last two weeks of term 3 at the BARC.

Action:

Swimming dates
31st August- 11th Sept
2.00 – 3.15 p.m.
Mon-Frid

End of Year Celebrations

Dianne has created a draft list of duties to be allocated for the end of year celebration. The allocation of jobs will allow the evening to flow in an organised manner.

Action:

Dianne to type up the list for next meeting.

Bus

Peter has presented the school with a contract for bus services. The contract was drawn up by solicitors. Areas of concern are the duration of the contract; 5 years, and the comment about "extra associated costs". Anne has drafted a letter to address the areas of concern requesting amendments to the contract. See letter attached

Action:

Anne to amend the letter to Peter, circulate to council members and then send to Peter

PA sound system

Carol has concerns regarding the size and practicality of the PA sound system. It is too big for what the school needs on most occasions. Request was to sell this system and get a smaller one. Ian raised that he had investigated this issue last year and had given the information and recommendations to Gina. To be discussed at next meeting

Action:

Anne to find the information for next meeting

Strategic Plan

Carol will distribute the Strategic Plan to councillors. Carol would like feedback and assistance with its preparation in the future.

Action:

Carol to forward the Strategic Plan to councillors via email/ PDF file.

Annual Report

Annual Report was forwarded to council members which gives a snap shot of last year's performance and achievements.

Motion:

Council to accept the Annual Report

Passed: Pamela
Seconded: Anne

2011 Celebrations

Celebrations will occur in May 2011. In preparation for the event, a Centenary committee is needed. Carol and Nigel have volunteered to begin the process. Suggestion: to ask Robyn if she is interested in leading the committee with the support of school councillors. Community members to be included.

Action:

Carol to ask Robyn if she is interested in this project

Working Bee

It was great, lots of work was completed.

Cleaning Contract

The cleaning contract fees have increased whilst the cleaning budget has decreased. Currently the agreement supplies 5 1/2 hours a week for \$6,700 which includes holiday cleaning.

Solar Schools

One quote so far, waiting for one from Buchan. Roscoe would like to be involved, to contact Robyn.

BER ESP

New funding: Building Education Revolution, Economic Stimulus Package (BER ESP). Carol has applied for:
\$50,000 National School Pride
\$150,000 for refurbishments

Action:

For next meeting

Website maintenance – school

Ian presented information about the maintenance and development of the MC2 website and public Clifton Creek Primary School website. All files can be kept in the MC2 site with a link to the general site so people can get access to relevant publications about the school. The Ultranet will be coming

Action:

For next school meeting

Fang & Tuckshop – menu re confectionary

We comply with the document on confectionary. We do not supply after school food anymore.

Policy Review – Sunsmart

Anne has looked at the Sunsmart policy and agrees that it needs updating. Dianne volunteered to look at this.

Action:

Dianne to look at this policy

Policy Review – ICT

Carol requested assistance with an Information and Communication Technology policy so that the teachers can move forward with using technology in class such as super clubs, wikis and blogs. Jenny and Ian have completed a draft policy using a template. Council members suggested that the implementation of the policy be staged. A letter to go to parents before the policy is introduced. Good feedback about the work thus far. Ian to take feedback to Jenny.

Action:

The template to be modified to reflect Clifton Creek Primary for next meeting

Policies

Emergency management

Pam collate with Carol

New Policy – Visitors

Carol and Pam to do

To do List of Policies:

Excursion policy

Behaviour management policy

#Medication policy\Asthma management policy

Infectious disease policy

first policy to be updated

(Please use the full acronym for the first time then abbreviate)

Action:

Pam to meet with Carol to collate information on emergency management and other policies.

Standing Orders

Standing orders have a new clause.
See attached document

Motion:

New Clause accepted
by council

Passed: Dianne

Seconded: Nigel

Correspondence**Incoming****Outgoing**

Edumail – (attached)

Reports

Principal Report (attached)

Finance Report (attached)

Teachers (attached)

ICT (attached)

Motion:

Payment of 65 March
& April Accts c/n 5285
to 5350 totalling
\$352331.93 ratified by
council and
14 May accounts
\$8720.99 approved for
payment.

Buildings & Grounds

Verbal quote to build the sport shed for around \$1,500.

Action:

Do we want shelves in
the shed and who will
fit them?

For next meeting

Gardens (deferred)
Uniforms (deferred)
ResourcesSmart (deferred)
Publicity (deferred)
Fundraising (deferred)

General Business

Next Meeting Tuesday 16th June
Document Signing

Meeting Closure 7.07 P.M.