

# DOREEN PRIMARY SCHOOL NO. 945

## SCHOOL COUNCIL AGENDA

### 24<sup>th</sup> February 2022

### Meeting

1. Welcome
  - New Members
  - Returning Members
  - Thank-you to Jaclyn for taking on the Community member position.
2. Apologies - Janette Colistra
3. Principal will run meeting and call for nominations for office bearers.
  - President - Naomi Joiner
  - Vice President - Leonie Craig
  - Treasurer - Chris Susilo
  - Secretary - Rebekah Di Berardino

President can now run the meeting

4. Minutes of the previous meeting - Approved Carly Seconded Leonie
5. Business arising from previous minutes
6. Correspondence
7. Principal's Report
8. Junior School Council report
9. Child Safe Standards Report
10. Building and Grounds Report
11. Treasurers Report
12. Fundraising Report
13. General Business

## CORRESPONDENCE

### Correspondence In

1. School Operations Manuals - these are emailed to staff and School Council members when received.
2. DPS School Council Code of Conduct - copies distributed to School Council members, also available on school website. Department manuals also available to School Council members.
3. Plan for Bike Shed - discussion held around proposed re-purpose of BBQ portico/bike shed, to enclose walls and add a door to create a student's storage shed. Initial plans tabled, with suggested materials and approx. costing. Council held discussions and decided further information is required. Insulated sandwich panels was suggested. Rebekah to further investigate availability of product and costs to be presented at next SC meeting.

## PRINCIPAL'S REPORT

1. Enrolments are at 161-162 at the moment, and as Monday is Census day, I believe that is where we will stay. This is good for our budgets, and as grade 6 is only 18, our recurring enrolments will be steady as each new prep. Year comes in.
2. Staffing took a blow in the week before we came back when Perng Chao decided it was too far to drive from Yea every Friday. We need to make a decision about whether we continue our Chinese Language focus, as I need to employ a teacher.
3. COVID has been a challenge, but mainly ensuring we have teachers each day. I am replacing absent teachers in first term as it is important the year begins as normally as possible after the last 2 years. We have had cases, but not in as high numbers as many of our numbers. We don't seem to have a spread t school.
4. Masks are still applicable at Primary schools, and the RAT supply of one box per child will remain until the end of term.
5. Swimming Program for Grades 5&6 has taken place.
6. We are again part of the Sugarloaf District Primary school sport association. We have 4 children off to the swimming trials tomorrow. We will have winter Sport, cross Country Trials, Hooptime, Athletics, The Ivanhoe Challenge and a Soccer tournament we will take part in. There is also a special Kaboom Sports Day for P-3 children.
7. Staffing is as it was last year, obviously the publicised issues with COVID are having an effect.
8. We will need to postpone a few things as we settle into the new term, assemblies, Parent Information Nights and most recently the Colour Fun Run are going to need to be set at better times.

## JUNIOR SCHOOL COUNCIL REPORT

1. Report will be tabled at the meeting.  
Congratulations to our new JSC members. JSC is off to a great start, with one fundraiser already and another planned for next week. Students have shown enthusiasm and are enjoying these leadership opportunities.  
Issues raised by JSC that were discussed -  
Council agreed that we need to change paper towels in student's toilets to individual sheets. Glenn to speak with cleaning staff prior to next supply order.  
Suggestion was made to investigate costings of installing electric hand dryers into student toilets. Glenn to follow up and report back at next meeting.  
Council agreed that outside bins need cleaning. This will be a job assigned to first Working Bee this year.  
School to purchase steps for smaller children to access toilets

## CHILD SAFETY ISSUES

1. CSS Policy changes
2. Regular discussion - School Council, Staff
3. Ensure all adults working with children are aware of their obligations regards Child Safety.

## BUILDINGS AND GROUNDS

1. Our Solar system has not worked since last year as the Inverter is faulty. I am awaiting a new one, and I want compensation. It has all been handled from our end, the VSBA who installed it on our behalf have gone missing.
2. The Inclusion grant has not been tendered yet, as the VSBA are having trouble getting good prices. The "clump" projects together to get better prices, but it is not working. They estimated that it would be the end of April before we get our tender out. I have requested they make us a single project, as builders may be worried about worker shortages for the "clumping" of projects. I have drawings etc, but they only allow "their builders". It will cause issues with our shade sails. Shade sails install needs to be completed by the end of May, or we will lose the funding.
3. A proposal to make better use of our BBQ shed has been put forward and costed.
  - Attached (see notes above)
4. This year we will be able to run Working Bees. Can I suggest we form a small group which looks at when and how. We also need to look at Projects we wish to complete this year. Simon to coordinate Working Bees for 2022.
5. The Garden Group are doing extraordinary things up there. It looks great. Erica is coordinating a DPS Sustainability Group, and would welcome anyone from the DPS Community to join. There is a Facebook page, to be promoted in the newsletter.

## TREASURERS REPORT

### 1. CASES Balances

Account	Opening	Receipts	Payments	Balance
10001-High Yield	84,869.26			84,869.26
10002-Official Act	11,232.06	11,543.00	14,068.70	8,706.36
10030-Invest Acc (operating)				
Total				93,575.62

1. Our balance includes the DET first term grant, so we carried over about \$55K from 2021. This sounds great until you realise we carried some debt in the "credit" side of our budget, which we will pay back this year. As we will have credit in our overall budgets this year and next, this will work out well. It also means we can still complete a grounds project this year using money from last year.
2. Program budgets are all on track to work for the enrolments we have.
3. Our shortfall from 2021 will be deducted from our term grants in terms 3&4. The grants will be around \$40k each term, and we will lose \$25K each term. With the

money we have saved from 2021, this will be an amount we can absorb, whilst still moving forward with our plans to improve our facilities.

4. The Cut to our budget by DET re-classifying us a "Peri-Urban" school this year (\$18K) and next (\$10K) are also things that we will be able to absorb if we continue to keep enrolments steady and we have a few expected changes of staff.

Financial reports to be tabled and signed.

Annual Sub Program report

Sub Program Status Report

Bank Account Movements

Cash Receipts Report

Cash Payments Report

Journal Report

Cash Flow Report

Cancelled Receipts Report

Cancelled Payments Report

Family Credit Notes Report.

Approved - Carly Seconded - Ben

## FUNDRAISING REPORT

1. Postponement of Colour Fun Run until November  
Colour Run has been rescheduled to Friday 18<sup>th</sup> November 2022  
Event to run as last year - \$5 entry for participants  
Sponsorship for individual participants is optional
2. DPS to receive \$281 from Babycino fundraiser at Ferguson Plarre Doreen
3. Mother's Day stall stock will need to be ordered shortly

## GENERAL BUSINESS

1. Language Teacher - Glenn to follow up with Ivanhoe Grammar, Chinese teacher may have time availability.
2. Program Budgets - see Treasurer's report
3. School review

The school is going to be reviewed as part of the 4 year Cycle of governance DET is running. We will have a 3 day review.

Date	Event	Who	What
28 <sup>th</sup> March	Planning meeting	Glenn	Plan what is to happen on each day.
5 <sup>th</sup> May	Validation day	Glenn, SC President, Some staff	Go over the Self Review, validate it.
18 <sup>th</sup> May	Practical Day	Staff, SC President, students, parents.	Panel visit classrooms, interview teachers, children and parents.

The end result should be a solid review of what has happened in the past 3 years, our results and where the school should head in the future. Our VRQA registration is also evaluated regards policies.

The Panel is The Reviewer, our SEIL, The Principal, The SC President, and 2 challenge partners who may be Principals or DET employees. I have asked for people who have been in schools and had experience in Small Schools.

4. Codes of Conduct and School Council Handbooks - see Correspondence
5. 2022 Concert - Council held a discussion and considered previous years concerts at Planetshakers and last year's concert on the basketball court. It was decided this year's concert would be held on the basketball court, but would include more of what we had at previous concerts - grades to perform 1 play item and 1 song item. Gr 6 Graduation acknowledgment included during concert and Gr 6 graduation to be held as a separate event. Working Bee to build a stage and group to investigate cost of tiered seating hire. New tarp to be installed and full length café blinds will create a theatre feel and protection from weather. Tickets will be sold to cover hire costs and numbers capped to immediate family.

6. Round the table

Carly - has an AFLW contact at the Western Bulldogs, interested in running workshop/clinic at DPS. Great opportunity to promote and support women's sport. Carly to liase with Glenn on potential dates. Glenn to also follow up with player/contacts to attend Gr 6 Leadership day in March.

Jaclyn - significant safety issues still occurring in bottom carpark. Children walking unsupervised through carpark, parents are not collecting from the gate. Cars parking forward, and unable to see children walking behind them when attempting to reverse. Parents driving cars up to the gate, and children walking from gate to car whilst car is in motion. Members of School Council have volunteered to assist Glenn in carpark for next 3 school pick ups to explain car park rules to parents, encourage parents to reverse park and encourage positive and safe behaviour. Overall safety of all students is paramount. This update to go in next newsletter.

7. Meeting dates 2022.

24<sup>th</sup> March 2022 - AGM

19<sup>th</sup> May 2022

16<sup>th</sup> June 2022

4<sup>th</sup> Aug 2022

8<sup>th</sup> Sept 2022

13<sup>th</sup> Oct 2022

10<sup>th</sup> Nov 2022

15<sup>th</sup> Dec 2022

Meeting closed 10.15pm