

DOREEN PRIMARY SCHOOL NO. 945

SCHOOL COUNCIL MINUTES

7th April 2022

AGM & March/April Meeting

AGM for 2021

1. Welcome and Short Synopsis of AGM by Principal
2. Presentation of 2021 Annual Report
3. Discussion of Annual Report

Report Approved

March/April meeting

1. Welcome
2. Apologies - Carly Bloomfield, Jaclyn DeLange, Chris Susilo
3. Minutes of the previous meeting - Approved Ben Seconded - Leonie
4. Business arising from previous minutes - Confirmed 2022 School Concert to be held on site at Doreen Primary School

5. Correspondence
6. Principal's Report
7. Junior School Council report
8. Child Safe Standards Report
9. Building and Grounds Report
10. Treasurers Report
11. Fundraising Report
12. General Business

CORRESPONDENCE

Correspondence In

1. Latest School Operations Manual - distributed when available
2. DET have confirmed more air purifiers to be sent to schools still needing them. Gr 3-6 children are still expected to wear face masks. DET will continue to distribute RATs to students in Term 2.

PRINCIPAL'S REPORT

1. Enrolments are around the 162 mark, and in 2023 we look like picking up our 24 - 26 Preps easily (we have 18 siblings) but will only lose 18 children out in grade Six. This will mean we should reach 165 next year which will cover our lose in Rurality and ensure we have the same budgets to work with.
2. The year has had some ups and downs so far, but we are doing what we always do, pushing ahead.

3. Issues with replacement of teachers when illness strikes.
4. COVID infections at school have dropped away
5. DET is asking me to push vaccinations in the community.
6. Behaviour observations/student Well Being - The school ground is very settled and pleasant. Students are happy and there is a very positive vibe amongst all year levels. Staff are very happy with how well students have settled back for the year. Yard duty is a pleasure.
7. Student Leadership Day in Diamond Creek - this went well, but the Diamond Creek basketball stadium wasn't the preferred venue. Acoustics made it difficult to hear and noise was hard to manage. First Leadership Day to have a representative from VicPol. DPS students were extremely well behaved and represented DPS proudly.
8. School Sport - will resume again on Fridays next Term. First time in 2 years so it will be terrific to have some consistency.
9. Camp report - overall, a fantastic success. Well behaved and engaged students, who took every opportunity to immerse themselves, become involved in activities and learn a lot about "pioneer life". It was very pleasing for staff to see students so excited. Staff were thanked for their time, as it is a huge responsibility to take 80+ children away. Parent helpers that attended were also thanked.
10. NAPLAN Preparation (Online) - Ben is leading the coordination of online connectivity for NAPLAN. Student preparation is going well, this is the first experience of NAPLAN for both Gr 5 and Gr 3 as NAPLAN was cancelled in 2020.
11. November Concert - 2022 Concert to be held on site at Doreen PS.
12. Graduation Night - is confirmed, and will proceed as the previous 2 years
13. Recitals - will continue this year. We look forward to hearing our Music students at the Panton Hill hotel.
14. Parent Information Night - School Council have confirmed this will take place on Thurs 12th May 2022. This evening is for classroom teachers and specialist staff to present to new, current and prospective families.
15. Pathway preparation for Walk/Ride to school - School Council to continue to follow up with Nillumbik Council over the current state of the footpath, and safety barrier. These safety issues must be addressed before we can arrange a Walk/Ride to School day or the Walking School Bus initiative.
16. Crossing Supervisor - Rebekah has conducted an online poll of support amongst DPS families, with positive feedback. At least 60 people have indicated support for a Crossing Supervisor at Yan Yean Rd and have indicated they would use the crossing if it was appropriately controlled. Rebekah has followed up with relevant departments at the City of Whittlesea and will coordinate a submission on behalf of School Council to request a Crossing Supervisor. School Council members to work together, share ideas and collaborate on submission and subsequent follow up.

CHILD SAFETY ISSUES

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

4. Visitors are checked for WWC, and workers on site are required to have WWC unless exemptions apply.

5. I am often contacted by DHS to ascertain the Well Being of students.

BUILDINGS AND GROUNDS

1. We have had an audit of our plumbing by a plumber. Rooves have been inspected and plans for repairs put in place
2. New pump for toilets will be installed
3. Hand dryers student toilets will be installed.
4. Solar Panel installation was a good plan, but plagued by VSBA incompetence. We have now had a new Inverter and it has failed due to software issues. It has now been re-programmed. I have a graph of the "lost" production which I will now look at compensation for. This is not what we needed at this time, and completely vindicates the fact we did not want the VSBA involved in our 200K grant. (approved May 2021, still not tendered).
5. New drain across the BB court.
6. Door on ART room - Approved Ben Miller, Seconded Rebekah DiBerardino
7. Slide.
8. Bottom Car Park Historical wall. It is time to begin. When this is done we will change the entrance of the bottom Carpark - Glenn to meet with Andrew Craig and Andrew Sutherland to discuss and plan early Term 2.

TREASURERS REPORT

1. CASES Balances

Account	Opening	Receipts	Payments	Balance
10001-High Yield	80,848.55			80,848.95
10002-Official Act	16,733.38	1,969.00	6,976.21	11,726.17
10030-Invest Acc (operating)				
			Total	92,574.72

1. Directive from DET regards Banks the school can use. They are CBA, Westpac, National - DPS to set up one (1) operational/official account
2. Camp money was paid by all.
3. We have had good community support regards our voluntary fees.
4. I will have to readjust the Illness CRT replacement budget in our Program Budgets. We have spent over \$10,000 already.
5. Replacement of Water Pump for toilets needed. (\$2K)

6. We will be making a payment to DET for our Solar Panels soon, but we will push for compensation for the failed months.
7. There is about \$32,000 in Camp and other accounts still to come out.
8. To cover last year's deficit, the \$58K will be deducted from our cash grants. We have 4 grants of \$36K. We will have the \$58k come out of the last 2 grants, instead of 36 each time it will be \$7K each time. The term 2 grant will have \$36K plus the catch up from term 1 (2K).
As 2023 will have a high enrolment again, we will have "room" in our budget for some bigger projects.

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.

2021 Swimming P-4 Profit and Loss

2021 Graduation Dinner Profit and Loss

2021 School Concert Profit and Loss

Approved - Leonie Craig Seconded - Louis Djorseski

Auditor Requirements

Yearly Policies to be ratified by School council

Cash Handling Policy

Electronic Payments Policy

Electronic Revenue Policy

Parent Payments Policy

Approved Glenn Simondson, Seconded Rebekah DiBerardino

Motion to run all Fundraising out of scope of GST - Approved Glenn Simondson,
Seconded Ben Miller

Motion to run Uniform Sales as input taxed - Approved Glenn Simondson Seconded
Rebekah DiBerardino

Bank accounts to be changed to CBA as per Education Department regulations
Approved Simon Roylance, Seconded Louis Djorseski

Current Signatories to be approved on bank account - Glenn Simondson, Benjamin
Miller, and Janette Colistra

Approved Simon Roylance, Seconded Louis Djorseski

FUNDRAISING REPORT

1. Easter Raffle will raise approx. \$1,000 with terrific prize donations
2. There is to be one (1) Disco to be held within the year

GENERAL BUSINESS

1. School Review

Day 1 Validation Day - 5th May

Day 2 Practicum Day - 18th May

Day 3 Final Panel Day - 7th June

School Council members to be available on each of these days, preferably the first two dates

Have had the "planning" day on the day before Camp. We are required to relieve teachers for interview, allow tours of classrooms, provide students, parents and School Councillors for meetings and interviews.

I am required to provide a Self-review 4 weeks before it starts; I will endeavour to do so.

I do not have my "critical friends" yet.

At our first meeting it was agreed our results are very good so now there will be some real nit picking to find areas to improve on.

2. Language - Chinese. Council held a discussion regarding the future direction of the language specialisation. Much focus centred around the need for a language program that is immersive and can be applied in everyday life for students. Fostering the sister-school relationship with China was important in the decision to change language focus to Chinese 2 years ago, where students could travel to China and families could host Chinese students here. Growing political tensions, as well as the pandemic may make it difficult to return to China in the immediate future. We are also finding it difficult to find a specialist Chinese teacher that is available to teach at DPS. Council has decided to seek community feedback, in the form of an online poll on the parents Facebook page. Parents will be offered 3 choices - Council have decided on Chinese, Japanese and Italian. This decision was based on potential availability to source a teacher, ability to establish a connection with another school within the country and opportunities for students to travel and DPS families to host students in the future. We will seek feedback and discuss further at next Council meeting.
3. ANZAC Day - students for the Dawn Service - there will be 6 Gr 6 students representing DPS at the Laurimar Dawn Service. Four students will read names, 2 will hold the Honour Board and lay the wreath.
4. Bendigo Bank Application - Jason distributed some information regarding a Grant funding round that closed at the end of March a few weeks back. Rebekah has submitted an application on behalf of DPS and if successful, this funding will pay for the materials needed to redevelop the student bike shed into a more multi-purpose storage facility.
5. Curriculum Days No 3&4. Report Writing Days - 10th June 2022
early December 2022
6. Round the Table -

Rebekah - a reminder that we have Book Fair next term, the first in 2 years. 25 - 27 May 2022. Books will be available for purchase after school on Wed 25th May and Thurs 26th May. Student Dress up Day is Thurs 26th May.

Confirming that the car park issues appear to be easing, with many families changing their behaviour and making safer decisions. Council members to continue to monitor this situation.

Leonie - Lunch Orders are going very well, and will continue to post reminders to the parents Facebook page. It is important that parents ensure they have received a confirmation email after they order. Without a confirmation email, the order has not been received and will not be processed - meaning a child will not receive a lunch order.

Suggestion to use the parents page more frequently for updates and reminders. The Facebook page is proving to be the most effective means of communication at the moment, so School Council members will post reminders and updates regularly. Further discussion was held around the need for this page to be for current parents of enrolled students and a request for administrators of the page to ensure that any past parents are removed. This was agreed by Council.

7. Confirm meeting dates on chart in Staffroom - confirmed