



# Minutes

## Glenmore Road Public School

### Minutes of a meeting of the School Council

<b>Date:</b>	Wednesday 3 April 2019
<b>Time:</b>	6:00pm
<b>Place:</b>	Staff Room
<b>In Attendance:</b>	James Dolton (President) Debbie Brandon Jessica Smith Robyn Webster
<b>Secretary:</b>	Sally Baker
<b>Apologies:</b>	Samantha Hicks Lynda Weiden

The President opened the meeting.

#### 1 Reports

##### 1.1 Principal's Report

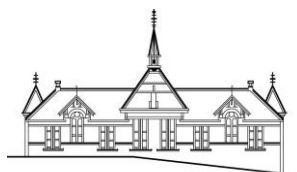
The Relieving Principal Debbie Brandon presented the Principal's report. It was noted the budget is in the final stages and training on the new budget system has been provided.

The status of unpaid fees was discussed and that families will be sent further reminders to pay. The Council discussed the process to recoup unpaid fees and it was agreed that new template letters would be drafted. The Council also discussed the financial difficulty protocols and agreed to review these.

The Permission to Publish revised form was discussed and will be sent out via care monkey.

It was discussed that the applications for the Assistant Principle position have closed and there is a shortlist of candidates who will be interviewed at the end of next week. The role will commence in Term 2.

1



It was noted that discussions will be held with Trifu Dojo in relation to fees.

It was discussed that the Annual School Report is in the final stages and will be made available to families at the end of Term 1. This is in the final School Report as there will no longer be a requirement to prepare the report.

### **1.2 P&C Report**

Nothing to report

## **2 Business Arising**

### **2.1 Minutes**

The President proposed that the Minutes from the School Council meeting held on 13 March 2019 be accepted as a true and correct record of that meeting. Jess Smith seconded the nomination and it was unanimously resolved to adopt the minutes.

### **3 New Business**

No new business.

### **4 2019 Council planning & objectives & priorities**

The Council discussed the planning and objectives and priorities for 2019 and the items to be reviewed in the upcoming meetings.

There being no further business, the School Council meeting closed at 7.01pm.

<b>Matters Arising – as at 3 April 2019</b>	<b>Responsibility</b>
To appoint a new staff Council member	DB
To provide an update on White City Development including the potential community use of the facilities	JD (as necessary)
To draft billing letter templates	JD
To review the financial difficulty protocols	All members
To review the protocols around the use of speech therapists and occupational therapists during school hours	All members
To review the learning support flow chart to identify when bullying needs to be referred	All members
To review the Enrolment Policy	All members
To review the Sports Election procedure	All members