



## Sydenham-Hillside Primary School Minutes of Ordinary School Council meeting held

**Thursday, 19 May 2022  
Via Webex meetings**

**Meeting Opened:** 7.04pm

### 1. Attendance

DET	Parent/Community
Peter Devereux Sharon Nichols	Vicki Harriss, President Cecilia Nesci, Vice President Megan Breukers Natasha Piner

**Apologies:** Sarah Zammit, Henry Nicdao, Elena Kostadinovic

**Visitors:** Suzanne Mitchell

**Secretary:** Vicki Kalpakas

### 2. Confirmation of Special/Annual General Meeting Minutes

**Motion:** Confirmation of the Special/Annual General Meeting held on Thursday, 28 April is accepted.

**Moved:** Cecilia Nesci

**Seconded:** Natasha Piner

**Carried**

Due to the DET timeline regarding the Annual Report a Special Meeting was held on 28 April 2022 to endorse the 2021 Annual Report.

### 3. Confirmation of minutes of previous meetings

**Motion:** Confirmation of the 17 March 2022 minutes is accepted.

**Moved:** Megan Breukers

**Seconded:** Cecilia Nesci

**Carried**

### 4. Business arising from previous Minutes

**4.1** Where are we at with the cleaners? Peter – still ongoing discussion, like everyone else they too are suffering with staff shortages. Parent group are more than welcome to address the issue with Natalie Hutchins our member of parliament.

**4.2** Facebook link on website. Peter, Henry, and Nicole B are looking into it.

**4.3** Have we received the third quote for the air conditioning? Peter – Yes we have, and the Gas Group quote looks favourable, more competitive, we'll be going ahead.

## 5. Correspondence

5.1. Peter received an email regarding the Colour Fun Run. Concern why we don't organise it ourselves instead of using a 3<sup>rd</sup> party. Benefit is they organise everything and payment is done online.

5.2. Received donation of \$1500 from a Hillside family.

5.3. Bulk order plants/garden beds with Shire of Melton

6. **Business arising from correspondence** - Peter will forward email to all re colour fun run and donation will go towards covers for goal posts. Milad is organising a planting day in June/July.

## 7. Reports

7.1. Principal's – Peter spoke to his report. Look at promoting our school west of Hillside new homes are zoned to Hillside Campus. Under Student Voice/Welfare we will be involving students with the upgrading of the toilets e.g., colour scheme etc.

7.2. Management and Accountability & Reporting – March 2022 report attached

**Motion:** That School Council ratifies the cheque vouchers as listed for March 2022.

**10002 Official Account** CRP18244 to CRP18319

**Moved:** Sharon Nichols                      **Seconded:** Natasha Piner                      **Carried**

**Motion:** That the financial statements (1 to 5) tabled has monitored actual revenue and expenditure against the budgets for the month of March as recommended by Management and Accountability be accepted.

**Moved:** Sharon Nichols                      **Seconded:** Natasha Piner                      **Carried**

**Motion:** That all tabled reports (6 to 16) including budget adjustments and GL variances for the month of March as recommended by Management and Accountability be accepted. Variances to be discussed from the operating statement:

- Due to Confirmed Budget a number of variances listed in Management & Accountability minutes.

**Moved:** Sharon Nichols                      **Seconded:** Natasha Piner                      **Carried**

**Motion:** That Sydenham-Hillside Primary School Council approve the writing off of outstanding charges and amounts as tabled in the Family and Sundry Debtor Credit Notes report, as recommended by Management and Accountability be accepted.

**Moved:** Sharon Nichols                      **Seconded:** Natasha Piner                      **Carried**

**Motion:** That the 2022 Confirmed Student Resource Package (SRP) Budget Report (29/03/2022) as tabled be accepted.

**Moved:** Sharon Nichols                      **Seconded:** Natasha Piner                      **Carried**

7.3. Management and Accountability & Reporting – April 2022 report attached

**Motion:** That School Council ratifies the cheque vouchers as listed for April 2022.

**10002 Official Account** CRP18320 to CRP18368

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**Motion:** That the financial statements (1 to 5) tabled has monitored actual revenue and expenditure against the budgets for the month of April as recommended by Management and Accountability be accepted.

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**Motion:** That all tabled reports (6 to 16) including budget adjustments and GL variances for the month of April, as recommended by Management and Accountability be accepted. Variances to be discussed from the operating statement: Sporting Schools Grant for both campuses, and Final acquittal for DET\_PMP Ops.

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**Motion:** That Sydenham-Hillside Primary School Council approve the writing off of outstanding charges and amounts as tabled in the Family and Sundry Debtor Credit Notes report, as recommended by Management and Accountability be accepted.

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**Motion:** That Sydenham-Hillside Primary School Council approve profit and loss for camps and excursions as tabled and losses are offset on other camps and excursions within that year level.

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**Motion:** That the 2022 Confirmed Program Budget as tabled be accepted.

**Moved:** Sharon Nichols      **Seconded:** Natasha Piner      **Carried**

**7.4** Curriculum – see Principal’s report.

**7.5** Environment/Resources – no meeting held. Request to revert back to separate meetings as they run more efficient separately. Next meeting 27<sup>th</sup> May 11.30am Environment and 12noon for Resources. Reconciling fundraising profit and each campus to purchase defibrillators and single use ones as well.

**7.6** Uniform – no meeting held

**7.7** Canteen – no meeting held

**7.8** Out of School Hours – attached

**Motion:** That all reports tabled (if any) be accepted.

**Moved:** Natasha Piner      **Seconded:** Cecilia Nesci      **Carried**

**8. Child Safety** – Sharon mentioned that there is an update on the DET policy, and we are working on this. There will be some professional development for our staff to attend and follow child safe standards.

**9. General Business**

**9.1 Motion:** That School Council approve and endorse the Health Care Needs Policy

**Moved:** Natasha Piner      **Seconded:** Cecilia Nesci      **Carried**

## 9.2 Activities for approval

Hillside				
Date	Name	Activity	Grade	Cost
4/05/22	Natalie Cimarosti	Animal Land	Prep	\$35
1/06/22	Martyn John	Active Maps Incursion	House Captains	Nil
9/06/22	Sophie Salouris	Casual Dress Day – Gr6 Graduation Fundraiser	All	Gold coin Donation
3/08/22	Natalie Cimarosti	Community Helpers – Police Presentation, Incursion	Prep	Nil
10/08/22	Lauren Jovic	Supreme Incursion – Billy Carts	2	\$12
7/09/22	Martyn John	Sink or Swim Incursion	3-6	\$15
19/10/22	Tanya Scott	Supreme Incursion – Toys over time	2	\$12
16/11/22	Natalie Cimarosti	Werribee Open Range Zoo	Prep	\$40

Sydenham				
Date	Name	Activity	Grade	Cost
15/11/22	Vinnie Wyka	Werribee Open Range Zoo	Prep	\$41
9/06/22	Ryan Bevis	Science works	4	\$35
16 & 17/06/22	Monica Pisani	Hands on Science, Incursion	2	\$15
16/06/22	Michelle King	Tripletastic PJ Extravaganza- Fundraiser for Kids Helpline, Salvation Army, Cancer Council	All	Gold coin

**Motion:** That Sydenham-Hillside Primary School Council approves all activities as listed above.

**Moved:** Megan Breukers

**Seconded:** Natasha Piner

**Carried**

### 10. Other Business:

Would like a parent class/grade representative to touch base and communicate with Vicki H in regard to fundraising etc. All agreed this is a good idea but how do we facilitate parent reps? Peter - Teachers will know parents better; we could start with prep parents. Something to think about and discuss with staff and then put a strategy forward to start next year.

Trivia Night Friday 17<sup>th</sup> June, not many tables booked. Look at re sending notification via Sentral and class dojo.

### 11. Date of next meeting: 16 June, 7.00pm Webex

Meeting closed: 7:53pm

Signatures:

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Peter Devereux - Acting Principal

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Vicki Harriss - School Council President