

DOREEN PRIMARY SCHOOL NO. 945

SCHOOL COUNCIL AGENDA

Thursday March 4th 2021

Meeting

1. Welcome

Present - Glenn Simondson, Ben Miller, Janette Colistra, Brent Hardy, Leonie Craig, Catherine Sutherland, Naomi Joiner, Rebekah Di Berardino, Michael Kehio, Jaclyn De Lange, Carly Bloomfield

2. Call for nominations of Office Bearers - Principal

President - Brent

Vice President - Leonie

Secretary - Rebekah

Treasurer - Glenn

Community Member - Catherine

3. Apologies - Diep Pham

4. Minutes of the previous meeting

Approved - Carly

Seconded - Catherine

5. Business arising from previous minutes

Nil

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. Successful Solar Grant Agreement

Victorian School Building Authority - Doreen Primary School has been selected to participate in the Greener Government School Buildings (GGSB) program. We will receive a 24.6kW solar power system at a cost of \$52,397.32

PRINCIPAL'S REPORT

1. Enrolments were at 154 on Census day. We have lost roughly 12 students; feedback has been some families require after school care. We have looked at this issue before, but we do not have the viable numbers to make it work, and it would cost us more to run the program.
2. After a history of healthy budgets and pro-active spending, Budgets will need to be looked at as our income is down quite a bit. School Leadership group have met and found ways to cover shortfall. Rurality was set for 156 (\$75K), so we missed another \$6K from that source, as 154 attracts \$81K.
3. The year began well. Seeing works happening and children excited was great way to start 2021 after 2020. New taps and hose reels to be installed and solar panels installed before the end of the financial year.
4. Application for \$200K Grant - Inclusive School Environments
A large collaborative group effort to submit this application. This would take the stress off budgets, and allow us to create some terrific facilities for students, and the wider community with new, accessible learning outside areas.
5. Student leadership day
A successful day, with 173 kids in attendance. Schools from areas such as Greensborough and Research in attendance. The program is attracting schools from a range of areas because of the positive reputation it has. Students were terrific, and got a lot out of the day. Students and staff were very impressed with the guest speaker.
6. Curriculum Day
The Department requires all staff members to be in-serviced in Respectful Relationships; there will be 113 staff members from various cluster schools in attendance tomorrow.
7. Swimming Trials
We had 4 students participate.
Kim Eastaway (Gr 6) made it to the next level - congratulations Kim.
8. New Chinese Program
Feedback from staff and students is very positive; teacher is very engaging and students are getting a lot out of lessons already.
9. New Tutoring Program

Our tutoring program is one of few in the area that is already up and running. Rachel Blake and Di Zobel are running this program, that is constantly evolving as the needs and focus of student's change. We were unable to use our existing Intervention Program; we will have the Tutoring Program for 12 months.

10. New Assembly Day

Monday mornings at 9am. Something new to get used to, that is going well so far.

11. School Camp

Alexandra Resort camp; 26-28 May 2021 \$325 per child.

This camp has been cut down to a 3-day camp this year due to;

- the cost involved for families with multiple children attending
- the time of the year - eliminating one of the water activities.

Students will need to be at school by approx 7.30am, allowing travel time to Alexandra, to commence camp activities approx. 10.30am

Approved: Rebekah DiBerardino, Seconded Ben Miller

12. - AGM 31st March 2021

Ben to co-orindate, as Glenn will still be on medical leave

13. Proposal for a Grant Writing committee

Naomi and Brent to source, and prepare submissions for appropriate financial Grants that will be of benefit to areas of the School.

Approved - Jaclyn DeLange, Seconded - Leonie Craig

JUNIOR SCHOOL COUNCIL REPORT

1. A new team was Elected.
 - Riley (P), Ella (VP), Xavier (Sect.), Tyler (Tres,) Tim,
2. Fundraising at DPS
3. Project: Garden Bed at front of school.
4. Listening to issues and problems. Help solve
5. Have been active in the yard helping people.2

CHILD SAFETY ISSUES

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

BUILDINGS AND GROUNDS

1. Facilities Masterplan

Our Masterplan is our guide, and our plans are all based on budgets and money. It would be terrific to achieve as much as possible, especially after 2020 but we need to be realistic in our aims. A photographer will be invited to attend the new sandpit area opening, which has been entirely funded by the school.

2. Plans for 2021

As above, the Facilities Masterplan will be what we follow, all subject to finances. The rear carpark seems to be working well. The extra space for Prep families seems to be alleviating the congestion in the back carpark at afternoon pick up; issues raised around cars driving close to footpaths. Temporary chains between bollards to be used to guide parking, restrict access of cars close to the footpath and keep everyone safe. Chains to be removed during school hours, to allow students to have full access of the school ground during breaks.

3. Working Bee

Ideally, one each Term.

Friday nights are optimal; change in seasons and a loss of daylight savings limits this as an option throughout the year. Weekends can be tricky with sporting commitments. To be reviewed at a later meeting, when a need arises.

TREASURERS REPORT

1. CASES Balances Up to date will be available tomorrow night.

Account	Opening	Receipts	Payments	Balance
10001-High Yield	79,095.35			79,095.35
10002-Official Act	9,520.71	4,032.00	1,419.48	12,123.23
10030-Invest Acc (operating)				
Total				\$91,228.58

1. We have a balance of \$91,228.58.at present.

2. \$35K for sandpit, \$14K (\$4K reimbursed) Fire Service, \$7600 Last years swimming, furniture \$3700. (\$56,000 APPROXIMATELY)

3. Fees are coming in quite well, but with other "bills" around the community at present I expect fee payment to be a problem for many families.

4. Our major bills happen in Term One.

5. The Cash grant for term 2 will remain high, but by term 3 & 4 it will be trimmed to cover our shortfall in income. We will need to carry a bank account of \$15K plus into term 3.
6. This year will be a year where we will have to watch our budgets as much as we can, and extra purchases will be rare.
7. New Program Budgets approval
Approved - Naomi Joiner
Seconded - Brent hardy
8. Motion to make all fundraising out of scope (No GST)
Approved - Naomi Joiner
Seconded - Catherine Ingram
9. Financial yearly policies to be approved.
- Electronic Payments, Electronic Receipts, Cash Handling, Parent Payments.
Approved - Janette
Seconded - Jaclyn
10. Approval of Bank Signatories: Glenn Simondson, Ben Miller, Janette Colistra.
Approved - Michael Kehio
Seconded - Brent hardy
11. Request for uniform price increase due to rising purchase costs.
Hoodies from \$30.00 to \$35.00
Track Pants from \$15.00 to \$18.00
Polo Shirts from \$22.00 to \$25.00
Dry and Cosy Jacket from \$38.00 to \$40.00
Approved - Carly
Seconded - Leonie
*Can we look into removing the Hoodie with a zip, and replacing with a standard hoodie. The zippers easily break, and a majority of students wear the Hoodie zipped up, not as an open jacket.
12. 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

FUNDRAISING REPORT

1. All activities planned for the year to be approved

Hot Dog Day 26.2.2021 - Takings \$560.00, Expenses \$203.62 - **Profit 356.38**

The idea for a Lunch Order Day came from a lack of lunch orders/options; also viewed as a help for busy parents when groceries were low, or time was limited. Feedback from teachers and students was positive; teachers felt the lunch was organised and worked well. Most students ordered; some dietary requirements could not be catered. Some of those students chose to bring their own hot dogs to meet their own dietary needs.

The Fundraising Committee feel that \$5 is a reasonable amount, to cover costs of lunches, to make a small profit and it is still cheaper than previous lunch order options. Jaclyn confirmed that she has a Food Handlers certificate.

Council Members held a discussion about the promotion of the day, and it was agreed that the Fundraising Committee would advertise a "specific" day ie "Hot Dog Day" or "Pizza Day" etc - so our school community is aware that it is a fundraising activity, with a specific lunch available and we are meeting the required Health and Safety Guidelines.

Future days are planned, and intend to continue until we have a viable lunch order option available with an outside business.

Carly has spoken to new owners at Dominos, and they are willing to do a 50% discount

Karen Fisher's contact will supply sausages for a sausage sizzle

Baker's Delight Doreen are willing to do a discount on different savoury scroll options

A discussion was held amongst Council members regarding a "healthy" lunch option, but could reach an agreement on what options would be suitable; ongoing suggestions are welcomed. It was agreed that only one option would be available on each specific day, to keep ordering simple.

The Fundraising Committee would like to run a lunch day every fortnight, with the remaining dates for Term 1 to be -

Friday 12th March 2021

Friday 26th March 2021

Approval of Further Friday Food stalls

Approved - Brent Hardy

Seconded - Carly Bloomfieldd

Catherine has been in touch with the new owners of the Doreen General store. They are very interested in looking to establish a lunch order system, but the store opening isn't quite ready yet. They will be in touch closer to their opening.

2. Colour Run

- Explanation of progress and answer questions posed.

The fundraising Committee asked to be able to take the presented questions home, and respond to each in an email. Glenn agreed.

Council Members did ask some general questions regarding the event coordination;

- The event will take place predominately on the school oval, with some activities to be set up on the basketball court
- The entire school will be present to watch each class participate
- There will be marquees set up on the oval, for students to sit under when spectating
- One class at a time will run the circuit. Each class will run the circuit once. 10 mins per class has been allocated. The Gr 6 class will assist their Prep buddies, and will have another opportunity to run the circuit again as a grade
- There will be an Inflatable Banner
- Fundraising Committee to contact Doreen CFA to arrange for a fire truck to come and use fire hoses to wet kids
- Students to bring bags to the oval, and to be dismissed from the oval at the end of the day
- Fundraising Committee to assume full responsibility for the coordination of the event on the day; staff are not expected to assist in any way in the running of the event on the day
- Fundraising Committee to ask for volunteers prior to the event, to assist with the running of the event
- Students who pay the \$5 entry fee, and return the completed permission form are allowed to participate in the event. Students do not have to have sponsors to participate in the event.
- It is strongly recommended that students wear a white t shirt during the event. This will allow the coloured powder to be visible.
- Fundraising committee would like to recreate a colour picture on the day - similar to images used in promotion material

3. Fundraising activities and year Planner

2021 Fundraising Activity Plan -

Colour Run - 19/3/21 - Jaclyn responsible

Mother's Day stall - 7/5/21 - Shannan responsible

Father's Day stall - 3/9/21 - Maryanne responsible

Mangos - 11/21 - Naomi responsible

Christmas raffle - 12/21 - Jaclyn responsible

Approved

Seconded.

Other options to be coordinated throughout the year -

Babycino Program - Ferguson Plarre Doreen - May/June/July 2021

Customers who request a Babycino in store are encouraged to make a small donation, and any money collected within the allocated timeframe will be donated to Doreen PS. Ferguson Plarre ask that we promote this program within our school newsletter, so community members are aware and support the initiative in store.

*Bunnings BBQ/Laurimar Butcher - the new owner at the Laurimar Butcher is interested in having BBQ fundraisers outside of his store. Fundraising committee would be required to purchase the meat from the butcher, and the BBQ guidelines would not be a complex as the requirements from Bunnings. Doreen PS is tentatively booked, but date is to be confirmed when the new owner commences.

*Athletics Carnival BBQ - date to be advised

*Doreen PS Disco - date to be advised

We will not be holding an Easter raffle this year, as there are already a number of Fundraisers in Term 1. The school will still hold an Easter Egg hunt for students on the last day of Term 1.

GENERAL BUSINESS

1. Policy Approvals

- Attendance, Fundraising, Privacy, School Tutor, Student Dress Code, Sunsmart

Approved - Naomi

Seconded - Leonie

2. Fundraising Activities - Policy

3. Parent Information Night

Who, when, where -

This would normally be held at the start of the year, but with COVID restrictions at the start of Term, and the snap lockdown for 5 days mid Term, it was difficult to select and plan around a date but we have chosen 10th May 2021 starting at 7pm.

4. 2021 planner and AIP

Annual Implementation Plan

5. School Council Information Night

Following a suggestion made by Michael last year, School Council still support a School Council Information Night for our school community. It may take the look of an informal social evening, for parents to meet and mingle. School Council would take the opportunity to promote the work it is doing, to talk

about the future direction of the school, and to enlist the support of community members. Discussions to be continued, at a later date.

6. Rurality Update

Brent has put together a letter to be sent to relevant Political Members to object to our loss of Rurality funding. This has occurred in the past, and has been overturned after community members emailed and wrote to Parliament. Brent would like the school community to email relevant political members, and they can use parts of his letter, or add their own experiences.

Council members held a discussion around whether the school community understands Rurality funding, and the impact this will have on the school? And if not, would they understand what they were being asked to do? It was decided that this was important, but not immediately urgent so will be discussed again at a later date, and could possibly be something that is discussed at the future School Council Information Night.

7. Aussie of the Month

Aussie of the Month recognises personal endeavour, achievement and contribution to the community and reflects values such as fair go, mateship, respect and inclusion. Aussie of the Month is delivered by the same network that presents the Australian of the Year Awards nationally. It was agreed by Council that this program fits within our school values.

www.aussieofthemonth.org.au

Approved-Glenn Simondson

Seconded -Carly Bloomfield

8. Round the Table

Ben - Staff or students, who are absent due to any illness, should not return to school until symptoms subside. This applies, even with a Negative COVID result.