

**FRANKSTON HEIGHTS PRIMARY SCHOOL
COUNCIL MEETING MINUTES 8th AUGUST 2022**

MEETING OPENED: 7.00pm

PRESENT: M. Smith, J. Craig, S. Long, D. Cross, L. Gage, R. Jamieson, R. Colcott, T. Crick,
H. Panton, K. Robinson

APOLOGIES: C. Clark, B. Aitken, S. Moltrasio, H. Calvert

ABSENT:

MINUTES OF PREVIOUS MEETINGS

BUSINESS ARISING FROM PREVIOUS MINUTES

Motion that Minutes of previous meeting be accepted.

MOVED: S. Long

SECONDED: D. Cross

CARRIED

CORRESPONDENCE IN

Letter from M. and K. Bernon requesting support from School Council for Frankston City Council to implement an additional school crossing in local area. - Supported. All in favour.

CORRESPONDENCE OUT

Nil

TREASURER'S REPORTS

Recommendation to School Council:

Motion That the financial reports for months of JULY 2022 are accepted and approved by School Council and endorsed as a true and correct depiction of the school's finances.

MOVED: R. Jamieson

SECONDED: L. Gage

CARRIED

Monthly Reports Tabled:

- | | | |
|----------------------------|-----------------------|-----------------------------|
| • Bank Account Movement | • Cash Payments | • Cash Receipts |
| • Cancelled Receipts | • Cancelled Payments | • Balance Sheet |
| • Operating Statement | • Journal Report | • Cash Flow Statement |
| • Annual-Sub-Program | • Credit Note Reports | • Bank Reconciliations |
| • Purch Card Statement | • SRP Report | • Invoices Awaiting payment |
| • Bank Reconciliations x 3 | | |

Recommendation to School Council:

Motions That the following receipts/payments/transfers be ratified by School Council:

Receipts July	\$126,433.22
Payroll July	\$5077.63
Creditor payments July	\$37,983.77
TOTAL PAYMENTS July 2022	\$43,061.40

MOVED: J. Craig

SECONDED: R. Jamieson

CARRIED

Recommendation to School Council:

Motions That the following Balances are a true depiction:

Balances as at 31/07/2022

High Yield	\$974,751.68
Official Account	\$116,304.75
Building Fund	\$24,871.04
TOTAL	\$1,115,927.47

MOVED: J. Craig **SECONDED:** R. Jamieson **CARRIED**

Recommendation to School Council:

The following Purchasing Card Payments made for the month of JULY 2022 have been tabled:

1. Xxxx xxxx xxxx 5807 – H Oke – \$193.39
2. Xxxx xxxx xxxx 5556 – J Craig –\$149.00
3. Xxxx xxxx xxxx 9766 – C Clark – \$XXXXXX

Motion to School Council to approve all payments as tabled for the School Purchase cards

MOVED: T. Crick **SECONDED:** L. Gage **CARRIED**

Student Resource Package – in surplus.

Friends of Heights Report – Year to date 2022.

EVENT	RECEIPTS	EXPENSES	BALANCE
Fun Run-8764	\$25,886.48	\$11,736.20	\$14,150.28
Easter Raffle-8763	\$3,114.05		\$3114.05
Mother's Day Stall-8751	\$4,170.90	\$3,615.45	\$555.45
Fair-8765	\$10,843.60	63.76	\$10,779.84
Mothers Day Raffle-	\$301.60		\$301.60

EFTPOS MOTION - Motion to approve that M. Chandler can process transactions using the EFTPOS Machine.

MOVED: S. Long **SECONDED:** L. Gage **CARRIED**

CASES FINANCE ACCESS MOTION - Motion to approve that B. Taylor, J. Hogan, and M. Chandler have access to CASES21 Finance to assist Business Manager as required.

MOVED: S. Long **SECONDED:** R. Colcott **CARRIED**

Principal's Report as tabled by J Craig.

Motion to approve pupil free day on Monday 5th September 2022

MOVED: K. Robinson **SECONDED:** H. Panton **CARRIED**

Dates (if any) approved

MOVED: R. Jamieson **SECONDED:** H. Panton **CARRIED**

Friends of Heights report: as tabled by M. Smith

Education report: M. Smith

Motion to School Council to approve and ratify the Statement of Values and School Philosophy policy.

MOVED: R. Colcott **SECONDED:** K. Robinson **CARRIED**

Facilities report: as tabled by J. Craig

Community Partnerships Report: as tabled by J. Craig

Motion that all reports be accepted

MOVED: M. Smith

SECONDED: R. Jamieson

CARRIED

GENERAL BUSINESS

Rotary Club Community Award

Sub-Committees

FINANCE	FACILITIES	EDUCATION	COMMUNITY PARTNERSHIPS	FRIENDS OF HEIGHTS
6.30-7.00pm Monday prior to School Council	6.30-7.00pm Mon week before School Council	6.00-6.45pm Mon week before School Council	6:00-6.30pm Mon week before School Council	Friday mornings
Treasurer	C. Clark	M. Smith	C. Clark	M. Smith
President	S. Long	J. Craig	D. Cross	B. Aitken
Principal	S. Moltrasio	K. Robinson	T. Crick	
Business Manager	H. Panton	H. Calvert	H. Panton	
	L. Gage		L. Gage	
	B. Aitken		N. Farey	
	H. Calvert		R. Jamieson	
			S. Moltrasio	

Schedule of Meetings 2022

Community Partnerships	6.00-6.30pm	5 th September
Education	6.00-6.45pm	5 th September
Facilities	6.30-7.00pm	5 th September
Finance	6.30-7.00pm	12 th September
School Council	7.00pm	12 th September
Community Partnerships	6.00-6.30pm	17 th October
Education	6.00-6.45pm	17 th October
Facilities	6.30-7.00pm	17 th October
Finance	6.30-7.00pm	24 th October
School Council	7.00pm	24 th October
Community Partnerships	6.00-6.30pm	14 th November
Education	6.00-6.45pm	14 th November
Facilities	6.30-7.00pm	14 th November
Finance	6.30-7.00pm	21 st November
School Council	7.00pm	21 st November
Community Partnerships	6.00-6.30pm	28 th November
Education	6.00-6.45pm	28 th November
Facilities	6.30-7.00pm	28 th November
Finance	6.30-7.00pm	5 th December
School Council Dinner	7.00pm	5 th December

MEETING CLOSED: 8.10pm

NEXT MEETING: 5th September, 2022