

**FRANKSTON HEIGHTS PRIMARY SCHOOL
SCHOOL COUNCIL MEETING
MINUTES**

DATE Monday 12th September 2022

TIME 7.00pm

PRESENT C. Clark M. Smith, S. Long, L. Gage, R Colcott, T. Crick, H. Panton, B. Aitken, S. Moltrasio.

APOLOGIES J. Craig, D. Cross, H. Calvert, R. Jamieson, K. Robinson

BUSINESS ARISING FROM PREVIOUS MINUTES

MOTION: that Minutes of previous meeting be accepted.

MOVED: T. Crick **SECONDED:** S. Long **CARRIED**

MINUTES ACCEPTED

CORRESPONDENCE IN

Letter from R. Rooth regarding the opening of the school after hours.

CORRESPONDENCE OUT

TREASURER'S REPORT

FINANCE REPORTS August 2022- As Tabled by R. Colcott

Recommendation to School Council:

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

MOVED: M.Smith **SECONDED:** H. Panton **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 | | |

RECEIPTS & PAYMENTS AUGUST 2022

Recommendation to School council.

MOTION: That the Receipts and Payments for August 2022 be approved by School Council:

<u>Total Receipts August 2022</u>	<u>\$41,777.11</u>
<u>Total Payments August 2022</u>	<u>\$87,100.69</u>

MOVED: L.Gage **SECONDED:** B. Aitken **CARRIED**

BANK BALANCES as at 31/08/2022

Recommendation to School Council:

MOTION: That the Balances be ratified as a true reflection of the School Financial position

High Yield	\$976,447.48
Official Account	\$70,174.76
Building Fund	\$24,873.15
TOTAL	\$1,071,495.39

MOVED: S. Long **SECONDED:** B. Aitken **CARRIED**

Purchase Card Payment August 2022 - As Tabled by R. Colcott

Recommendation to School Council:

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

1. XXXX XXXX XXXX 5807 – H Oke – \$0.00
2. XXXX XXXX XXXX 5556 – J Craig - \$244.20
3. XXXX XXXX XXXX 9766 – C Clark – \$0.00

MOTION: School council to approve the Purchase Card payments for August

MOVED: B. Aitken **SECONDED:** M. Smith **CARRIED**

FAMILY CREDIT NOTES

MOTION to School Council that they receive and endorse the Principal pre-approved Family Credit Notes for August 2022 (due to students not attending camp and excursions).

MOVED: M. Smith **SECONDED:** L. Gage **CARRIED**

Student Resource Package – in surplus.

PRINCIPAL’S REPORT

As Tabled by C. Clark

Dates approved

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

EDUCATION COMMITTEE REPORT

As tabled by M. Smith

Reviewed the following policies:

- FHPS Camps and Excursion Policy
- FHPS Digital Learning Policy
- FHPS Child Safe Policy
- FHPS Child Safety Responding and Reporting Policy and Procedures
- FHPS Student Engagement and Wellbeing Policy
- FHPS Visitors Policy

Motion for school council to approve FHPS Child Safety Code of Conduct and FHPS Alcohol at School Events Policy

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

FACILITIES AND GROUNDS COMMITTEE

REPORT NIL

FRIENDS OF HEIGHTS REPORT

NIL

COMMUNITY PARTNERSHIPS REPORT

NIL

REPORTS ACCEPTED

MOTION: that all reports to be accepted

MOVED: S. Long

SECONDED: L. Gage

CARRIED

GENERAL BUSINESS

H. Panton: Asked if we would be able to get the student voice team to write a letter of thanks to the school crossing supervisors for all the work they do keeping the children and families safe.

Email received from Richard Rooth re: School Grounds was discussed and a response will be sent out in due course

Meeting Closed: 8.45pm Next meeting: 10th October