

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

DATE Monday 10th October 2022

TIME 7.00pm

PRESENT C. Clark, M. Smith, S. Long, H. Calvert, L. Gage, S. Moltrasio, R. Jamieson, R. Colcott, B. Aitken, T. Crick, H. Panton, D. Gross, K. Robinson

APOLOGIES J. Craig, D. Gross

BUSINESS ARISING FROM PREVIOUS MINUTES

MINUTES ACCEPTED

MOVED: H. Panton

SECONDED: R. Jamieson

CARRIED

CORRESPONDENCE IN

Nil

CORRESPONDENCE OUT

Letter to R & N Rooth 13 September 2022

TREASURER'S REPORT

**FRANKSTON HEIGHTS PRIMARY SCHOOL
SEPTEMBER FINANCE REPORT
MEETING – OCTOBER 10TH 2022**

FINANCE REPORTS SEPTEMBER 2022 Tabled by K. Robinson

Recommendation to School Council:

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

MOVED: R. Colcott

SECONDED: R. Jamieson

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 SEPTEMBER 2022

Recommendation to School council.

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

MOVED: T. Crick

SECONDED: S. Long

CARRIED

Total Receipts SEPTEMBER 2022	\$176,641.21
Total Payments SEPTEMBER 2022	\$151,411.73

BANK TRANSFERS SEPTEMBER 2022

Recommendation to School Council.

That the Bank transfer of \$160,000, from High Yield Account to Official Account be approved for Creditor payments.

BANK Balances as at 30/09/2022

Recommendation to School Council

MOTION That the Balances be ratified as a true reflection of the School Financial position as a 30 September 2022

MOVED: S. Long

SECONDED: H. Panton

CARRIED

High Yield	\$818,711.82
Official Account	\$93,409.93
Building Fund	\$24,875.19
TOTAL	\$936,996.94

Purchase Card Payment September 2022 - Tabled

The following Purchasing Card Payments made and settled for the month of SEPTEMBER 2022 have been tabled:

1. Xxxx xxxx xxxx 5807 – H Oke – \$0.00
2. Xxxx xxxx xxxx 5556 – J Craig –\$0.00
3. Xxxx xxxx xxxx 9766 – C Clark – \$0.00

Recommendation to School Council:

MOTION to School council to approve the Purchase Card payments for September

MOVED: B. Aitken

SECONDED: R. Jamieson

CARRIED

FAMILY CREDIT NOTES

Recommend a **MOTION** to School Council that they receive and endorse the Principal pre-approved Family Credit Notes for SEP 2022. \$575.00 (due to students not attending Camp or excursions)

MOVED: H. Calvert

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
Mothers Day Stall-8751	\$4,170.90	\$3,615.45	\$555.45
Fair-8765	\$10,843.60	63.76	\$10,779.84
Mothers Day Raffle-	\$349.60		\$349.60
Fathers Day Stall	\$4064.65	2030.79	\$2033.86
Fathers Day Raffle	\$353.00		\$353.00

Parents Payment Policy

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

PRINCIPAL'S REPORT **Tabled by: C. Clark**

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

EDUCATION COMMITTEE REPORT

Nil

FACILITIES AND GROUNDS COMMITTEE REPORT **Tabled by H. Panton**

FRIENDS OF HEIGHTS REPORT **Tabled by M. Smith**

MOTION To sell alcohol at the School Fair

MOVED: H. Panton **SECONDED:** B.Aitken **CARRIED**

COMMUNITY PARTNERSHIPS REPORT **Tabled by T. Crick**

REPORTS ACCEPTED

MOTION that all reports be accepted

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

GENERAL BUSINESS

Nil

Meeting Closed: 8 pm

Next Meeting: Monday 7 November 2022