

LLOYD STREET SCHOOL - SCHOOL COUNCIL AGENDA
Meeting held 07/03/2022 at 7pm

For the attention of: Jennifer Blain, Lydia Dyas, Phillipa Beck, Matthew Franzi, Nathan Horrigan, Julien Bain, Louis Fourie, Angelo Fazio, Matt Baker, Nerida Smith, Maxine Mann, Mary Osborn and Roshni Amaria

Minutes taken by: Roshni Amaria

ITEM	DETAIL	ACTION Recommended or taken	Motion
1 - Apologies	-	-	-
2 - CHILD SAFETY	Two key policies CHILD SAFETY and MANDATORY REPORTING have been updated and uploaded to COMPASS – under the documentation section for the school community.	-	-
3 - Call for Office Bearers	<p>Nerida called for 2022 Office Bearers</p> <p>Nomination for PRESIDENT – Matt Baker was nominated and elected.</p> <p>Nomination for VICE-PRESIDENT – Matt Franzi was nominated and elected.</p> <p>Nomination for TREASURER – Angelo was nominated and elected.</p> <p>Nomination for Minutes Secretary – LSS staff in rotation (Roshni Amaria, Maxine Mann, Mary Osborn).</p>	Nominations accepted by all members of School Council	<p>Moved: Nathan Horrigan Seconded: Angelo Fazio</p> <p>Moved: Matt Baker Seconded: Lydia Dyas</p> <p>Moved: Matt Baker Seconded: Nathan Horrigan</p>
3 a – Sub Committee Membership and Structure	<p>SUB COMMITTEE MEMBERS:</p> <p>Finance and Facilities Committee – Nathan, Angelo, Julien, Louis, Matt B, Matt F, Nerida, Mary, Roshni</p> <p>Policy and Curriculum Committee - (2022 language review)- Jenny, Phillipa, Lydia, Maxine, Nerida, Roshni</p>		

	<p>Social and Fundraising Committee – Lydia DYAS</p> <p>Fair Committee – to be led by Helen FRANZI</p> <p>SUB COMMITTEE STRUCTURE: Finance Committee with Facilities and Environment Committee meetings will continue to run back to back.</p>		
4 - Minutes of the Previous Meeting	Minutes of the last meeting reviewed		<p>Motion: <u>“That the minutes of the previous meeting be received and noted as a true account of the previous meeting held on 06/12/2021”</u></p> <p>Moved: Matt Baker Seconded: Nathan Horigan</p> <p>CARRIED</p>
5 - Business Arising from the Minutes	<p>Agenda item 10 - text in Motion section to be edited/removed</p> <p>Agenda item 8 is followed by item 10 and misses item 9.</p>		
6 – Correspondence:	<p>Date To From</p> <p>Subject</p>	-	<p>Motion: <u>“That the outwards correspondence be accepted.”</u></p>
a) inwards			
b) outwards	<p>Date To Subject From: To:</p> <p>09/12/21 Community Newsletter No.41 NS Community Distributed</p> <p>15/12/21 Community Newsletter No.42 NS Community Distributed</p> <p>28/01/22 Community Newsletter No.01 NS Community Distributed</p> <p>04/02/22 Community Newsletter No.02 NS Community Distributed</p> <p>11/02/22 Community Newsletter No.03 NS Community Distributed</p> <p>17/02/22 Community Newsletter No.04 NS Community Distributed</p> <p>25/02/22 Community Newsletter No.05 NS Community Distributed</p> <p>04/03/22 Community Newsletter No.06 NS Community Distributed</p>		<p>Moved: Nerida Smith Seconded: Matt Baker CARRIED</p>

<p>7 – President's Report</p>	<p>Nerida's extension of contract as Principal – 5year tenure reinstated by the DET (July 2022 onwards).</p> <p>School Council meeting night suggested as Thursday evening for 2022 – every alternate meeting to be in person and the other on Zoom.</p> <p>Correspondence to be provided digitally for all future School Council meetings.</p> <p>Finance and Facilities to continue to be on Friday mornings.</p> <p>PYP Evaluation report asks for the development of an 'ACADEMIC INTEGRITY POLICY' – this will be developed after the Policy Sub-committee has been set up.</p>		<p>Motion: <u>"That the President's Report be accepted."</u></p> <p>Moved: Matt Baker Seconded: Roshni Amaria</p> <p>Moved: Matt Baker Seconded: Nathan Horrigan</p> <p>CARRIED</p>
<p>8 – Principal's Report</p>	<p>Nerida explained the role and responsibilities of the Principal on the School Council.</p> <p>Nerida shared the School Annual Implementation Plan and explained the process and timeline around this year's review – staff will be involved in developing a self-study and identifying areas for improvement. The review process will begin in the first week of term 3. Staff will begin the self-study process in term 2 to inform the review.</p> <p>The decline in student numbers over the past two years across the network schools is a matter to be addressed with strategies to promote our school to attract enrolments. Reasons for the decline in numbers was explained with examples i.e. Private School reduction in fees, foreign students and migrant families not arriving due to COVID, families moving to Regional Victoria etc.</p> <p>Louis Fourie pointed attention to – LSS catering for disability needs as a major draw card for LSS which can be used to promote enrolments from a diverse clientele.</p> <p>Matt Franzi pointed attention to points in the AIP - TLI Programme, Respectful Relationships, Trauma Informed Practice and Student Agency are also the point of difference and could be marketed as such to increase enrolments.</p> <p>Tier 2 and Tier 3 funding was explained by Nerida and the plan to sustain the TLI program was stated.</p>		<p>Motion: <u>"That the Principal's Report be accepted."</u></p> <p>Moved: Nerida Smith Seconded: Angelo Fazio</p> <p>CARRIED</p>

Level 4 straight grades did not work for 2022 as the boys in the cohort would have been disadvantaged due to the ratio of boys to girls.

Level 3 needed to be in mixed grades due to a high volume of students with support needs which was manageable if they were split across 5 grades for better learning outcomes.

School Fair proposed for 22nd October 2022 – Helen Franzi has kindly volunteered to be the Chair.

Any future COVID closure could cause the fair to be cancelled or postponed and the risk vs reward was evaluated:

- normal fair year earnings at \$60K - \$100 is earned

- presold tickets for rides, silent auctions(online) etc. can cover the outgoing costs and keep LSS out of the red in financial terms.

- as the timeline draws close, cancellation will cost more to the school.

- benefits of going ahead with the School Fair - an ideal time to advocate the school to the wider community as well as past and present students enjoy the event.

- the local businesses recommence their partnership with the school and offer donations as before.

- the handover of the Fair committee from past members was done thoroughly in 2020 but due to the cancellation shadowing of experienced members was a lost opportunity.

In principle School Council members agreed that the fair should go ahead in October 2022.

In addition to the points in the Principal's Report, an additional point that was omitted inadvertently, is that Nerida has advertised the position of the Assistant Principal (substantive position) as the budget allows it as of this year.

Language for LSS is in review as we are currently evaluating the current language other than English on offer.

School community will be consulted before making the decision.

	Census data combined with parent survey data to inform language to be offered - that is an additional point of difference to promote LSS and marketing strategies to increase enrolments.		
9 - Finance Sub-committee Report: December 2021	<p>Finance Reports include - Balance sheets and transactions, credit card statements, transfers and expenses.</p> <p>Process for DET funding explained. End of Dec (end of financial year) – despite the nature of 2021 showed a balance/roll over of \$240,000.</p> <p>Write offs from parent payments for 2021 - \$21,306 which is a 93%-94% of fee collection. Nathan called for School Council agreement to write off the amount and received an agreement from all members.</p> <p>High Yield fund transfer to the Official Account - \$80,000 in December – tabled at School Council.</p>		<p>Motion: <u>“That the Finance Report for December 2021 be accepted.”</u></p> <p>Moved: Nathan Horigan Seconded: Matt Baker CARRIED</p>
9 a- Finance Sub-committee Report: January 2022	<p><u>Report as tabled</u></p> <p>Cash payment from DET Term 1 2022 - \$72000</p>		<p>Motion: <u>“That the Finance Report for January 2022 be accepted.”</u></p> <p>Moved: Nathan Horigan Seconded: Matt Franz CARRIED</p>
9 b- Finance Sub-committee Report: February 2022	<p><u>Report as tabled</u></p> <p>Fees have started being paid by the parent body. As per the new Parent Payment Policy from DET the parent payment is now ‘voluntary’. Schools are not allowed to invoice but can encourage voluntary fees to the community once a term. Lack of invoice might be a major reason for the decline in fees received.</p> <p>A blanket letter informing parents of the programs on offer due</p>		<p>Motion: <u>“That the Finance Report for February 2022 be accepted.”</u></p> <p>Moved: Nathan Horigan Seconded: Angelo Fazio CARRIED</p>

	<p>to the fees received is a possible way forward, link to the parent platform and a statement to state there will not be an invoice from the school.</p> <p>Payment Plans can be arranged with the business manager for families who are in financial hardship.</p> <p>\$ 29, 000 building fund balance currently.</p> <p>School Confirmed Budget to be finalised after the census-based figures - 416 students enrolled on Census day.</p> <p>Fees at 57.3% so far as opposed to 75% at this time of year. This could be for a variety of reasons – voluntary, lack of invoicing, parents being busy etc.</p>		
9 c – Approvals and Endorsements	<p>School banking to move from BENDIGO to WESTPAC – collective work on strategies to have better engagement from WESTPAC.</p> <p>Tabled: Purchase Card – 23/11/21 to 22/12/21 Funds Transfer approval Dec – Doc to be submitted to SC</p>		Approvals and endorsements tabled
10 - Fundraising and Social Sub-committee Report	<u>Not held since last School Council meeting</u>		<p>Motion: <u>“That the Fundraising and Social Sub-committee Report be accepted.”</u></p> <p>Moved: - Seconded: - CARRIED</p>
11 - Facilities and Environment Sub-committee	<p>Sound system in the gym has been upgraded in time for Y6 Graduation.</p> <p>Maintenance of items to inform funding allocations has been listed to the effect of \$20,000, which includes building works in the main building.</p> <p>Inspection of the cracks in the main building have been inspected by an engineer – this is not deemed dangerous or urgent but will be taken into consideration to have a claim for</p>		<p>Motion: <u>“That the Fundraising and Facilities and Environment Sub-Committee Report be accepted.”</u></p> <p>Moved: Nathan Horrihan Seconded: Maxine Mann</p>

	repairs. The engineer's report will be submitted to the school in the next few days. Shade Sails initiative by the DET – (two shades funded for) – one near the Foundation portables and the other near the L4 portables above the picnic tables.		CARRIED
12 - Policy Development Sub-committee	<u>Not held since the last School Council meeting</u>		Motion: <u>"That the Policy Development Sub-committee be accepted."</u> Moved: Seconded: CARRIED
13 - Other agenda items	<p>Welcome Drinks was well attended and received comments from Foundation parents about how valuable it was for them to be introduced into the school community. Thanks to Helen, Lydia and Matt Franzi</p> <p>Feedback was that the drinks were too cheap but as it is not a fund-raising function this is not the focus. Any future agenda items to be sent to Matt Baker or Nerida Smith a couple of days prior to the School Council meeting. Education regarding Council governances offered and encourage members</p> <p>Be present Be curious Be assertive Be accountable Be authentic</p>		

Meeting closed: 8:55pm

Office Use Only

I certify that this is a true and fair representation of the School Council meeting held on 07/03/2022

School Council President

Date:/...../2022