



## Tucker Road Bentleigh Primary School Council Agenda and Minutes

Date:	18 June 2024
Time:	Starts 6:00pm
Venue:	Onsite
Chair:	Elizabeth Runting (President)
Attendee/members:	Emma Baldwin, Elizabeth Runting, Shane Hazim, Tennille Liebig, Tamar Goldman, Cameron Hall, Dragana Vukadinovic, Ellise Mehl, Kerrie Gentner.
Minute taker:	Nerissa Parker
Apologies:	Robyn Farnell, Luke Bishop, Liz Dalla Santa.
Visitor:	
Conflict of Interest:	

### Quorum requirements:

A school council meeting must operate with a quorum. A quorum requires not less than one half of school council members currently holding office to be present at the meeting and the majority of members present must not be Department employees. Any parent members on the school council who also work for the Department are counted as Department employees for the purpose of a quorum.

### Conflict of interest:

If a member of the council or their immediate family has a direct conflict of interest (including a pecuniary interest) in with a matter under discussion at a school council meeting that member:

- must not be present:
  - during the discussion unless invited to do so by the person presiding at the meeting
  - when a vote is taken on the matter
- may be included in the quorum for that meeting

The declaration of interest should be included in the minutes of the meeting.



## AGENDA / MINUTES

Item	Details	Actions/ Recommendations
<b>1. Welcome</b>	<ul style="list-style-type: none"> <li>Welcome to Country</li> <li>The Chair welcomed and introduced all members</li> </ul>	
<b>2. Apologies</b>	<ul style="list-style-type: none"> <li></li> </ul>	
<b>3. Quorum</b>	<ul style="list-style-type: none"> <li>The chairperson noted that a quorum was present.</li> </ul>	
<b>4. Conflict of interest</b>	<ul style="list-style-type: none"> <li></li> </ul>	
<b>5. Minutes of the previous meeting</b>	<ul style="list-style-type: none"> <li>Minutes of the meeting held on 21 May 2024 were previously distributed.</li> </ul>	<p>Motion:</p> <p>“That the Minutes of the meeting held on 21 May 2024 be accepted”.</p> <p>Moved: Kerrie Gentner</p> <p>Seconded: Tamar Goldman</p> <p><b>Carried</b> / not carried</p>
<b>6. Business arising from the minutes</b>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	
<b>7. Priority Items</b>	<ul style="list-style-type: none"> <li>Nil</li> </ul>	
<b>8. Reports</b>	<ul style="list-style-type: none"> <li>Principal Report (to be attached) <ul style="list-style-type: none"> <li>Teaching &amp; Learning –AIP and CSS Assessment</li> <li>Reporting to parents/guardians/carers</li> <li>Leadership – Self Assessment School Council tool</li> <li>Engagement &amp; Wellbeing</li> </ul> </li> </ul>	<p>Motions:</p> <p>“That the Principals report for June 2024 as tabled is accepted and recommendations endorsed”.</p> <p>Moved: Tamar Goldman</p> <p>Seconded: Shane Hazim</p> <p><b>Carried</b> / not carried</p>
<b>8.1</b>	<ul style="list-style-type: none"> <li>Year 5 Camp</li> </ul>	<p>“That the Year 5 Camp costings as tabled is accepted and endorsed”.</p> <p>Moved: Kerrie Gentner</p> <p>Seconded: Liz Runting</p> <p><b>Carried</b> / not carried</p>
Principal’s report		

8.2

Finance sub - committee

- Finance sub-committee minutes attached to school council agenda
- The following reports were tabled at the Finance Committee meeting:
  - Balance Sheet
  - Operating Statement
  - New or Modified Creditors Direct Dep Details

Motions:

“That school council move that \$105,826 in payments/operating expenditure be endorsed and all presented reports accepted as a true and correct depiction of the Tucker Road Bentleigh Primary School finances for the month of May 2024.”

Moved: Tamar Goldman

Seconded: Shane Hazim

**Carried** / not carried.

- The following Purchasing Card statements for the month of May 2024 have been tabled:

Cardholders:

1. Robyn Farnell
2. Emma Baldwin

“That the School Council move that credit card purchases and payments for the card statement month of May 2024 be accepted”.

Moved: Ellise Mehl

Seconded: Tamar Goldman

**Carried** / not carried.

- Budget changes – movement between categories only.

“That School Council approve the net \$0 movement of revenue and expenditure”.

Moved: Tamar Goldman

Seconded: Shane Hazim

**Carried** / not carried.

- AUP has been completed and update will be presented when we receive the final report from Dept Education. Overall a reduction in non-conformance by 50%

8.3 Building and Grounds sub-committee

- Update to be provided by Luke Bishop

Emma Baldwin acknowledged Luke and Kim’s efforts at the recent working bee

8.4 Sub-committee – Parents Association

- Meeting held Wednesday 12 June and update to be provided by Tennille.

**9. General business**

**9.1**

Training & Self -  
Assessment

- Online training modules - Synergistiq
- School Council Self-Assessment – to be completed and brought to the next meeting to form consensus. Results feedback at August meeting and uploaded to the SC website.

**9.2**

Capital Works Fund

- Government grants of upto \$500k now open for submission (upto 28 June) to improve the condition of your school or make your school more inclusive

**10.**

**Correspondence**

**10.1 Incoming**

**10.2 Out-going**

- nil
- nil

**11. Next Meeting:**

**12. Closure of meeting**

- Next Council Meeting to be held on Tuesday 20 August 2023 at 6:00pm onsite
- **Sub-Committee Meetings:**
  - Finance and Administration – Wednesday 14 August at 8:00am
  - Buildings and Grounds – Friday 16 August at 9:15am

- The chairperson declared the meeting closed. 7:04pm

Signed by the Chairperson: \_\_\_\_\_



President or person who presided at the previous meeting to sign once minutes have been approved by school council

Date: \_\_\_\_\_

28/8/24