



**Minutes Of Council Meeting  
Held on Monday 19<sup>th</sup> October 2015**

Meeting Commenced; 7:30pm  
Minutes by Lisa Gough

<b>1. PRESENT</b>		
Frank Catalano Damien Kitch Paul Van den Bergen Nuwan Ranasingha	Dilum De Silva Jyothsna Rama Rao Nive D'Souza Leena Iyer	Daljinder Singh Lisa Gough Roland Lewis

<b>2. APOLOGIES</b>		
Clare Baizanos	Selvam Muthukrishna	

<b>3. MINUTES</b>
The Minutes from the last meeting held on Monday 17 <sup>th</sup> August were held to be true.  Moved; Nive D'Souza Seconded; Damien Kitch

<b>4. BUSINESS ARISING FROM THE PREVIOUS MINUTES</b>
New Building Fund is yet to be created. This will occur prior to our next meeting.

<b>5. CORRESPONDENCE</b>	
5.1 Inward	
Annie Jiang (DET) Infrastructure and Sustainability Division	Advised that the grant for works (\$316,000.00) we had self-funded can be utilised by the school in conjunction with the hall grant.
Network Transition Funds Recoup DET Invoice	Need to return funds as a banker school for the EMR Transition Network.
Minister	Email confirmation of our letter being received re school facilities and future planning issues
5.2 Outward	
Nil	

<b>6. PRINCIPAL'S REPORT</b>
Management: <ul style="list-style-type: none"> <li>• Our current enrolment is 745 students, which includes 9 International children. We have had a few students leave and enrol since our last School Council meeting and our class numbers have remained consistent in all areas across the school.</li> <li>• Interest in our school continues to be extremely high with between 5 and 15 families attending the school each week and I receive a stream of international enquiries on a very regular basis.</li> </ul>

- Currently we have approx. 100 Prep students confirmed for next year
- Prep Transition Program – we have now held two Prep Transition sessions with both being very well attended.
- Tiqbiz – it is wonderful that our school continues to receive so many positive comments about the Tiqbiz communication app. This has been a wonderful tool which has made an enormous difference to the amount, quality and efficiency of providing families with reports, updates or general communication about school events or the school in general. As of 2016, I plan to move to a system where all communication which does NOT require a signature will be distributed via this method hence encouraging all families to download Tiqbiz whilst reducing all of the costs associated with photocopying, distribution etc.
- New school gymnasium – I am very pleased that the DET’s Infrastructure Division have finally approved the building of our school gymnasium. The three architects recommended by the Department are:
  - Workshop Architecture ([www.workshoparch.com.au](http://www.workshoparch.com.au))
  - DWP Suters (<http://www.dwpsuters.com/>) and
  - K20 Architecture (<http://www.k20architecture.com/>)

At the point of writing this report, all three have visited our school although I would imagine some or all may want to visit again. Below is an overview of the anticipated timeline for this project.

• Project Activity / Phase	• Key Target Date
• Requests for proposal close	• 22/10/15
• Architect’s presentations at GWPS	• Friday 30/10/15 from 2 to 5pm
• Appointment of Consultant Team	• 12/11/15
• Completion of Approved Asset Management Plan	• 14/01/16
• Commence implementation of approved plan	• 28/02/16
• Achieve handover of final building within Asset Management Plan	• 6/11/16

Nb. We have organised a Committee for the architects to present to which consists of Paul van den Bergen, Shae Warren, Julie Milward, Damien Kitch, Lisa Gough and myself.

- The Spring (September) Vacation Care program was once again very successful with approximately 40 children attending per day.

#### Environment

- Our gardens and grounds continue to look wonderful. Over the holidays Roger (landscaper) planted a variety of plants throughout the school, cleaned around the oval and also finished the walkway between 2 of the portables which leads to the oval. We decided to make this an indigenous theme which will be complemented by additional art work on the surrounding walls next year.
- The refurbishment of the external components of Block A has continued over the past month with the builders; Repairing and painting window sills, Painting the walls and Placed cladding over the fascia boards
- New football goal posts. These are high quality posts which are also designed to be removed when necessary and were also provided by the Department.

- New Science facility At this stage this project should be complete by the end of November.
- Air conditioning in the Early Learning Centre –We now have refrigerated units in the ceiling of the 7 classrooms and a wall mounted unit where the Languages program is held. The cost of this project was is \$42,150.00. As you would be aware, our school community contributed approx. \$10,000 towards this project via a levy.

#### Resources

- Uniform shop – Phillipa Subramaniam continues to do a brilliant job in our uniform shop. She has placed a very large order in the hope that we have sufficient stock for the end of this year and commencement of the 2016 school year.
- Julie and I continue to keep a close eye on the school’s expenditure and all budgets are progressing well. All Program Budgets will close at the end of Week Two (Friday 16<sup>th</sup> October) which will enable us to have an even better indication of the school’s financial position in preparation for the 2016 school year.
- Kay Platt attended the Scholastic sale recently and purchased an additional 300 books for our school library.
- The 2016 Indicative Budget has been prepared and is ready for approval.
- Additional classrooms – I have been informed that we should expect the delivery of another portable before the end of November which will be placed behind 5SR and 5PA’s, hopefully this will be the final portable that our school requires.

#### Curriculum

- Council of International Schools (CIS) – since our last meeting Lisa has continued to focus on preparing our school for the Team Visit in October 2016. We are now at the stage where our school community are asked to provide additional feedback to us via a survey and we are also in the process of preparing for our self-study report.
- State School Spectacular – this year 26 children were provided with the opportunity to participate in this amazing and “spectacular” event. As mentioned previously, Duvin was also one of the main vocalists and in order to acknowledge and celebrate this we are in the process of organising a special memento for him. I have also asked Lucy Pfeifer to commence a new tradition for our school which involves framing a photo of the children involved and then placing these in the music room.
- This term our inquiry units of work have a Science focus with the children learning the following concepts:

<i>Year Level</i>	<i>Topic</i>	<i>Guiding Statement</i>
Prep	Look! Listen!	Light and sound are produced by a range of sources and can be sensed  Science involves asking questions about, and describing changes in, objects and events  People use science in their daily lives, including when caring for their environment and living things
One	Water Works	Earth’s resources, including water, are used in a variety of ways Science involves asking questions about, and describing changes in, objects and events People use science in their daily lives, including when caring for their environment and living things
		A push or a pull affects how an object moves or changes shape Science involves asking questions about, and describing changes in, objects and events People use science in their daily lives, including when caring for their

Two	Push Pull	environment and living things
Three	Material World	Natural and processed materials have a range of physical properties; These properties can influence their use Science involves making predictions and describing patterns and relationships Science knowledge helps people to understand the effect of their actions
Four	Earth's Place in Space	The Earth is part of a system of planets orbiting a star (the Sun)  Science involves testing predictions by gathering data and using evidence to develop explanations of events and phenomena  Important contributions to the advancement of science have been made by people from a range of cultures  Scientific understandings, discoveries and inventions are used to solve problems that directly affect people's lives  Scientific knowledge is used to inform personal and community decisions
Five	Change Detectives	Changes to materials can be reversible, such as melting, freezing, evaporating; or irreversible, such as burning and rusting Scientific understandings, discoveries and inventions are used to solve problems that directly affect peoples' lives
Six	It's Electrifying	Electrical circuits provide a means of transferring and transforming electricity Science involves testing predictions by gathering data and using evidence to develop explanations of events and phenomena Important contributions to the advancement of science have been made by people from a range of cultures Scientific understandings, discoveries and inventions are used to solve problems that directly affect peoples' lives Scientific knowledge is used to inform personal and community decisions

- Extra – Curricular activities – our school's extra-curricular programs continue to be very well supported as they provide the children with a plethora of additional learning opportunities.
- Year Prep to Three swimming program –Congratulations and well done to Roland Lewis and Shae Warren for their outstanding organisation of this program and the Prep to Three staff for their flexibility with its implementation.
- Outdoor Ed programs – we have now completed the vast array of outdoor education programs with the children enjoying the "late nights at school", Year 3 Sleepover and camps in Years 4, 5 and 6.
- The New Victorian Curriculum – attached is an overview of the new/revised Victorian Curriculum Foundation (Prep) to Year 10 for your information. Lisa Gough will provide an oral explanation at our meeting.

Moved; Paul Van den Bergen  
Seconded; Leena Iyer

## **7. TREASURER**

### **7.1 Accounts to be passed for payment**

Cash Payments Total August 2015: \$73,349.72

Cash Payments Total September 2015: \$149,915.81

Approved for payment  
Moved; Paul Van den Bergen  
Seconded; Dilum De Silva

### **7.2 Investment Transfers**

16/9/2015 \$40,000.00  
17/9/2015 \$40,000.00

Approved  
Moved; Paul Van den Bergen  
Seconded; Dilum De Silva

### **7.3 Corporate Card Statements**

Corporate Card Statements  
Principal (August 23rd ) - \$859.13  
Principal (September 22<sup>nd</sup>) - \$4302.45  
Assistant Principal (August 23<sup>rd</sup>) - \$1444.64  
Assistant Principal (September 22<sup>nd</sup>) - \$1143.19

Approved for payment  
Moved; Leena Iyer  
Seconded; Daljinder Singh

## **8. SUB COMMITTEE REPORTS**

### **8.1 FINANCES AND FACILITIES COMMITTEE**

Balances Of Account as at 31<sup>st</sup> August 2015;  
Official Account \$76,653.57  
High Yield Investment Account \$1,547,447.45  
Building Fund \$2,228.57  
Scholarship Fund \$1,985.55

Balances Of Account as at 30<sup>th</sup> September 2015;  
Official Account \$36,305.90  
High Yield Investment Account \$1,486,752.58  
Building Fund \$2,233.06  
Scholarship Fund \$1,985.55

#### General Business

- DET recall of "Banker Funds" (\$1080.53)  
Moved; Paul Van den Bergen  
Seconded; Nive D'Souza
- School Council Reserve Fund, recommend expenditure for Air Conditioning, Sickbay refurbishment, Landscaping and Gardening at the entrance, Landscaping of Year 5/6 area, OSHC Extension. Spent so far \$239,595.97 (Budget was \$180,000.00). Need to increase School Council Reserve amount to \$350,000.00.

Extra Expenditure Approved as per unanimous vote.

Moved; Paul Van den Bergen  
Seconded; Jyothsna Rama Rao

- 2016 Indicative Budget  
Budget Approved  
Moved; Roland Lewis  
Seconded; Nive D'Souza

- Progress towards 2015 facility priorities

Report Moved; Dilum De Silva  
Seconded; Nuwan Ranasingha

### **8.2 EDUCATION/POLICY REVIEW COMMITTEE**

Policies Presented to School Council

- Library Policy
- Raising Concerns or Complaints Policy
- Refund Policy
- School Council Policy
- Trish Perry Memorial Award Policy
- Digital Learning Policy

Policies Approved

Moved: Jyothsna Rama Rao

Seconded: Dilum De Silva

Minutes Presented

Approved

Moved: Paul Van den Bergen

Seconded: Nive D'Souza

### **8.3 COMMUNITY RELATIONS COMMITTEE**

Minutes Presented.

BBQ to be held 5:00pm to 7:00pm Friday 20<sup>th</sup> November.

No jumping castle, low key event.

Moved; Paul Van den Bergen

Seconded: Jyothsna Rama Rao

## **9 GENERAL BUSINESS**

- a) CIS Update. School council parents please complete two surveys (Parent & Board Member).
- b) 2016 Indicative Budget  
Moved; Roland Lewis  
Seconded; Nive D'Souza
- c) DET Reclaiming of Waverley Network Transition Funds  
Moved; Nuwan Ranasingha  
Seconded; Jyothsna Rama Rao
- d) School Council Reserve expenditure  
Moved; Dilum De Silva  
Seconded; Damien Kitch
- e) Venue for School Council Dinner (7<sup>th</sup> December)  
Paesanos – Opposite Wheelers Hill Pub.
- f) Dates for remaining School Council meetings; Monday 16<sup>th</sup> November and Monday 7<sup>th</sup> December

## **10 ANYTHING ELSE?**

- Parent Opinion Survey Circulated
- Choir was invited to participate in the Carina Burana performance. Asked Lucy to translate the new songs they were requested to sing (from Latin) the content is not appropriate. We are now no longer participating in this performance.

Meeting Closed: 9:30pm

**Next Meeting: Monday 16<sup>th</sup> November**  
**Sub Committees 6:45pm,**  
**School Council at 7:30pm**