



# MNSC – SCHOOL COUNCIL 2022

## General Meeting –

Monday 15<sup>th</sup> of February 2022

<i>Item</i>	<i>Content</i>	<i>Motions</i>	<i>Action</i>
	<b>General Meeting</b>		
<b>1.0</b>	<b>ATTENDANCE</b>		
	Bernadette Cropper, Nic Ryan, Cara Mahoney, Angela Carey, Michelle Masters, Marina Bruzzese, David Poland, Matthew O'Neill, Carrie Jagusch, Clara Linn and Anne Bone		
	<b>APOLOGIES:</b> Kay Chandler, Laura McConachy, Janet Bradley, Heather Butler, Adele Giadina, Tracy Summerton		
	<b>Meeting chairperson: Cara Mahoney</b>		
	<b>Meeting opened: 6.05pm</b>		
	Conflict of interest - Nil		
	<b>Acknowledgment of country:</b> Today we acknowledge that we are gathered on the traditional lands of the Brataulung people of the Kurnai Nations and pay my respects to Elders past, present and emerging and everyone who is joining us today.		
<b>1.1</b>	<b>1.1. MINUTES OF THE PREVIOUS GENERAL MEETING</b>	<p><i>"That the Minutes of the general meeting held Monday 6<sup>th</sup> of December 2021 be accepted with the amendment to the attendance record. Michelle Masters not in attendance"</i></p> <p>Moved: David Poland Seconded: Carrie Jagusch Carried unanimously</p>	

1.2	<b>1.2 BUSINESS ARISING FROM MINUTES OF THE PREVIOUS MEETING</b>		
2.0	<b>CORRESPONDENCE - Nil</b>		
	Letters of thanks - Kay Chandler and Laura McConachy		
3.0	<b>REPORTS -</b>		
3.1	<b>3.1. Principals – as tabled</b> <ul style="list-style-type: none"> <li>• Tutors - further clarification to parents</li> <li>• MYLNS/Tutors target a lot of students across all year levels of all abilities</li> <li>• PAT testing started - will inform which students in need for MYLNS/Tutors to target</li> <li>• DET Teaching Partners - free teacher resource 2 days per week for year. Building capacity with teachers. Working with students. Develop numeracy strategy. Big push of numeracy across the state.</li> </ul>	<i>"That the principal's report be received."</i>  Moved: Marina Bruzzese Seconded: Clara Linn Carried unanimously	
3.2	<b>3.2.1 Finance – Reports as tabled</b> Receipts and payments for November 2021, December 2021 and January 2022	<i>"That the finance report as tabled be approved including all finance committee motions, receipts and payments for the months of November 21, December 2021 and January 2022."</i>  Moved: Ange Carey Seconded: Michele Masters Carried unanimously	
	<b>3.2.2 Balance Day Adjustments</b> The following balance day adjustments were journaled in the Dec/January period: Prepaid expenses \$23,025.45 – prepayment of 2022 expenses in 2021 – Yr 7 camp, other camp deposits. Revenue received in advance \$41,198.15 invoiced or receipted money in 2021 for 2022 – Yr 7 camp.	<i>"That School council accept the presented Balance Day Adjustment Journals pertaining to revenue received in advance and prepaid expenditure"</i>  Moved: Cara Mahoney Seconded: Michelle Masters Carried unanimously	

	<p><b>3.2.3</b> Family credit notes Outstanding family charges for 2021 were reversed or credited in December. The total amount credited was \$91,979.40</p>	<p><i>"That School council approve the writing off of family charges to the value of \$91,979.40 processed in December 2021"</i></p> <p>Moved: Michelle Masters Seconded: Cara Mahoney Carried unanimously</p>	
	<p><b>3.2.4</b> Canteen profit and loss The Canteen returned a profit of \$4,405.76 from 1<sup>st</sup> January until 31<sup>st</sup> of December 2021</p>	<p><i>"That the Canteen profit and loss be accepted as tabled."</i></p> <p>Moved: Ange Carey Seconded: David Poland Carried unanimously</p>	
	<p><b>3.2.5</b> Uniform profit and loss The Uniform shop returned a profit of \$3,804.68 from 1<sup>st</sup> January until 31<sup>st</sup> of December 2021. Holding stock valued \$47,208.00</p>	<p><i>"That the Uniform profit and loss be accepted as tabled."</i></p> <p>Moved: David Poland Seconded: Bernadette Cropper Carried unanimously</p>	
	<p><b>3.2.6</b> Finance submissions to be nominated as non-profit sub entities for GST purposes: - Native tree sales - BBQ house swim sports 14<sup>th</sup> February - BBQ house athletics sports 15<sup>th</sup> March</p> <p>Trading operations Canteen to be run as a trading operation for GST purposes – Input tax for 2022 Uniform shop to be run as a trading operation for GST purposes – Fully taxable for 2022</p>	<p><i>"That the following fundraising activities be nominated as no-profit sub entities for GST purposes: native tree sales, BBQ fundraisers 14<sup>th</sup> February and 15<sup>th</sup> March."</i></p> <p>Moved: Ange Carey Seconded: Marina Bruzzese Carried unanimously</p> <p><i>"That the Canteen to be run as a trading operation for GST purposes – Input tax for 2022. That the Uniform shop to be run as a trading operation for GST purposes – fully taxable for 2022"</i></p> <p>Moved: Michelle Masters Seconded: Carrie Jagusch Carried unanimously</p>	

	<b>3.2.7</b> Signatories to MNSC Official School Orders	<p><i>“That School council approve and endorse the following staff to sign and authorize purchasing of goods and services. Bernadette Cropper, Nic Ryan, Anne Bone and Emily Pickering (Emily to the max of \$1000).”</i></p> <p>Moved: Clara Linn Seconded: David Poland Carried unanimously</p>	
	<b>3.2.8</b> Financial Commitment Summary for Year ended 31 <sup>st</sup> December 2021 as tabled	<p><i>“That council endorse the Financial Commitment Summary for the year ended 31<sup>st</sup> December 2022”</i></p> <p>Moved: Cara Mahoney Seconded: Marina Bruzzese Carried unanimously</p>	
	<b>3.2.9</b> Mirboo North and District Community Foundation Inc. Relief Fund Agreement 2022	<p><i>“That council endorse the Mirboo North and District Community Foundation Inc. relief fund agreement for 2022”</i></p> <p>Moved: Marina Bruzzese Seconded: David Poland Carried unanimously</p>	
<b>3.4</b>	<b>Voice of Students VOS (SRC) – as tabled</b>	<p><i>“That the VOS report be received”</i></p> <p>Moved: David Poland Seconded: Clara Linn Carried unanimously</p>	
	<p><b>Camps and Excursions</b> <b>VOS Student Leadership Camp</b> Location: Rubicon Camp, Nayook, Mitchell River Dates: Monday 4<sup>th</sup> of April – Friday 8<sup>th</sup> of April 2022 Teacher in charge: Bec Woodall</p> <p>Staff changes can occur before and during all camps</p> <p><b>Year 8 Resilience Camp</b> Location: Rubicon Camp Neerim South Dates: Tuesday 15<sup>th</sup> of March – Friday 18<sup>th</sup> of March 2022 Teacher in charge: Tom Holman</p>	<p><i>“That the 2022 VOS Student Leadership Camp at Rubicon Camp, Nayook from 4<sup>th</sup> of April until 8<sup>th</sup> of April 2022 be approved.”</i></p> <p>Moved: Michelle Masters Seconded: Matt O’Neill Carried unanimously</p> <p><i>“That the 2022 Year 8 Resilience Camp at Rubicon Camp, Neerim South from 15<sup>th</sup> of March until 18<sup>th</sup> of March 2022 be approved.”</i></p> <p>Moved: Michelle Masters Seconded: Matt O’Neill Carried unanimously</p>	

3.7	<b>Buildings and Grounds – as tabled</b> <ul style="list-style-type: none"> <li>Shade Sails - waiting on further information</li> </ul>	<i>"That the Buildings and Grounds report be received."</i>  Moved: David Poland Seconded: Michelle masters Carried unanimously	
3.8	<b>Victorian Child Safety Standard</b> <ul style="list-style-type: none"> <li>Policy to be tabled next meeting</li> <li>Carrie Jagusch to work with principal around the parameters of the standard. Look at staff training around referrals and services</li> </ul>	Moved: Seconded: Carried unanimously	
3.9	<b>Alumni – No Report</b>		
4.0	<b>GENERAL BUSINESS</b>		
	<b>4.0.1</b> Chaplaincy <ul style="list-style-type: none"> <li>Possibility of Norm De Silva to return as Chaplain</li> <li>Next meeting - council to make recommendation to new substantive principal</li> <li>Need to provide more space for vital services</li> <li>Sub committee to look at space options after next meeting</li> <li>Heather looking at grants/David to look into options</li> </ul>		
	<b>4.0.2</b> School Council Elections <ul style="list-style-type: none"> <li>Nominations close Friday 18<sup>th</sup> Feb</li> </ul>		
	<b>4.0.4</b> 2022 council meeting dates Term 1 - Monday 21st March Term 2 - Monday 9th May/20th June Term 3 - Monday 25th July/29th August Term 4 – Monday 24th of October/5th December Anne to email out and confirm next meeting		
6.0	<b>CLOSE</b>		
	Meeting Closed: 7:21pm		
	<b>Next Meetings:</b> Monday 21st March, 6:00pm		

	Subject to DET operational guidelines, preferred to meet in person		
	<p><b>Personal and professional integrity:</b>  Members need to be present in that they are prepared to participate, have read the minutes of the previous meeting, the agenda and other information provided. As councilors are volunteers, please arrive on time and ready to begin the meeting. It is important that all members be treated with respect, given opportunities to speak, act with integrity, respect the confidentiality of what is being discussed, act fairly and impartially and act in a responsible manner.  In the conduct of meetings, the following etiquette is to be observed by members:</p> <ul style="list-style-type: none"> <li>• Only one person talks at a time.</li> <li>• All requests to speak are directed to the presiding member.</li> <li>• All speakers are listened to in respectful silence.</li> <li>• No 'side conversations' are held.</li> <li>• Members shall listen to the discussion carefully in order to avoid making points that have already been made or asking questions which have already been answered</li> <li>• When the presiding member indicates that the topic of discussion is closed, no further comments are to be made.</li> <li>• Members shall avoid the use of jargon.</li> <li>• Members will ensure that all electronic devices (such as mobile phones) are silenced and no calls are taken during the meeting.</li> <li>• Members shall stay calm regardless of how difficult or challenging the topic.</li> </ul>		