## CHELTENHAM PRIMARY SCHOOL COUNCIL

### MINUTES

Meeting held on: Tuesday, 19 April 2016  
Attendees: Paul Beeston, Lionel Brett, Alison Chambers, Christine Day, Debbie Feben, Geoff Geist, Bernie Ladds, Kath Shield, Suzie Norwood, Bronwyn Moline, Wendy Sheppard (Minutes)

<table>
<thead>
<tr>
<th>ITEM</th>
<th>ACTIONS [Recommended or taken]</th>
<th>MOTION</th>
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</thead>
</table>
| 1. WELCOME | Bronwyn Moline Acting Executive Officer  
Meeting chaired by G. Geist in P. Cutting’s absence | |
| 2. APOLOGIES | • Margaret McIntosh  
• David Senior  
• Bronwyn Morgan  
• Peter Cutting | |
| 3. MINUTES OF THE PREVIOUS MEETING | | Motion: That School Council approves the minutes of the meeting held 22 March 2016  
Moved: L. Brett  
Seconded: C. Day  
Carried |
| 4. BUSINESS ARISING FROM THE MINUTES | Nil | |
| 5. CORRESPONDENCE IN | [Brief details of each item] Action | |
| 6. CORRESPONDENCE OUT | [Brief details of each item] Action | |
| 7. BUSINESS ARISING FROM CORRESPONDENCE | [Brief details of each item] Action | |
| 8. REPORTS | Additional points not covered in report | |
| 8.1 Principal Report | No Report | |
| 8.2 Finance Report | Final Budget tabled | Motion: That School Council approves the Final Budget 2016  
Moved: B. Ladds  
Seconded: L. Brett  
Carried |
| 8.3 Community Partnerships | No Report | |
| 8.5 Education | No Report | |
| 8.6 Buildings & Grounds | No Report | |
| 8.7 Canteen | No Report | |
| 9. GENERAL BUSINESS | DETAILS ACTION | |
| Election of Office Bearers and sub committee members | Treasurer: Bernie Ladds  
Nominated: G. Geist  
Seconded: L. Brett | |
<table>
<thead>
<tr>
<th>Sub committee members</th>
<th></th>
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<tbody>
<tr>
<td>Finance: B. Ladds, P. Cutting, B. Morgan, W. Sheppard, L. Maroney</td>
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<td>Education: Chair-C. Day, K. Shield, A. Chambers</td>
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<tr>
<td>Buildings &amp; Grounds: D. Senior, G. Geist, L. Brett</td>
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<td>Canteen: J. Leason, S. Norwood, K. Shield</td>
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<tr>
<td>Community Partnerships: Chair, P. Cutting</td>
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### Annual Report
- **Action**
  - Bronwyn Moline to include a Newsletter item this term re: parent notification of student absences
- **Motion**
  - Moved: G. Geist
  - Seconded: A. Chambers
  - Carried

### Strategic Plan
- **Tabled**
- Verbal explanation by B. Moline
- **Action**
  - Bronwyn to find out if the Strategic Plan document is to be made available on the School website.
- **Motion**
  - That School Council endorses the Cheltenham Primary School Strategic Plan 2016-2019
  - Moved: C. Day
  - Seconded: A. Chambers
  - Carried

### School Council Training
- **Action**
  - Wendy to send Outlook invitation 24/05 Governance Module 7:00pm – 9:00pm
  - 08/06 Finance Module 7:00pm – 8:30pm
  - 6:30pm for registration

### School Insurance Policies
- **Action**
  - Bronwyn Moline to investigate cover included in the policies.
  - **Action**
    - Wendy to find out 2015 insurance costs
- **Motion**
  - That School Council accepts the decision to renew the insurance policies provided by VMIA
  - Moved: G. Geist
  - Seconded: K. Shield
  - Carried

### 10. CLOSURE OF MEETING
- **Time:** 8:46pm

### 11. NEXT MEETING
- **Next Council Meeting** to be held on Tuesday, 21 June 2016

### 11. SCHOOL COUNCIL PRESIDENT
- **G. Geist Vice President**

**Signature:**