


INDEPENDENT PUBLIC SCHOOL

	<p>Minutes of Meeting No: 9 Harmony Primary School Date: 20th November 2018 Commenced: 6.06pm</p>	
<p>ATTENDEES:</p>	<p>Principal – Lea Hadley Staff – David Geijsman, Donna Connors, Louise Legerstee and Leanne O’Kane Parents – Berry Johnston, Stuart Tarrant, Samantha Joseph, Jason Pearce, Caren Bell, Fred Yasso, Rachel Shave and Lisa Brennan</p>	
<p>1.0</p>	<p>Welcome and apologies</p>	<p>Actions</p>
<p>1.1</p>	<p>The meeting was opened by Berry Johnston and commenced at 6.07pm.</p>	
<p>1.2</p>	<p>Apologies: Kelly Lindley and Brett Hovingh</p>	
<p>1.3</p>	<p>Absent: Tim Richardson</p>	
<p>2.0</p>	<p>Disclosure of Interests</p>	
<p>2.1</p>	<p>Identify real, perceived or potential conflicts of interest experienced by any member in relation to the items on the agenda. These should be raised with the chair before the meeting to determine the appropriate way to manage the conflict.</p> <p>Harvest Lakes Residential Association added as first agenda item.</p> <p>Berry reminded all present about both Code of Conduct, Confidentiality Agreement and what items should be brought to the Board for discussion.</p>	<p>There were no conflicts of interest determined.</p>
<p>3.0</p>	<p>Minutes of Previous Meeting</p>	
<p>3.1</p>	<p>The minutes from meeting number 8 – 16th October 2018.</p> <p><i>Motion: That the Minutes of the Previous Meeting be accepted as a true and accurate record.</i></p> <p>Moved: Stuart Tarrant Seconded: Louise Legerstee Carried</p>	
<p>4.0</p>	<p>General Business</p>	
<p>4.1</p>	<p>Harvest Lakes Residential Association Report – Rachel advised all present that she had attended the 2018 Harmony Primary School – Musical – Mulan, she wanted to pass on her congratulations as it was fabulous, Lea also acknowledged that it was great to see community members there. HLRA will keep an eye on the school over the holidays for security purposes. A key for staff car park bollards will be issued for holidays (\$20.00 bond payment required). Lea acknowledged that John Maripodi, from the DoE, has said that HPS is lucky as we have a strong community involvement in monitoring our school. Rachel questioned if we could discourage smokers in the eco centre in the next newsletter, Lea advised that it was not in the school zone so we can’t assist in this need.</p>	
<p>4.2</p>	<p>Newsletter – Last newsletter for the year will be in Week 9.</p>	
<p>4.3</p>	<p>P&C - Do we look at P&C to try and do more fundraising activities such as the Halloween Night done by Honeywood Primary School? Are they doing a fete next year as it is biannual and next year will be 2 years since the last one, Lea has spoken to the Committee - do they do resources or services for our school. Services may not be over years? Canteen is running at a loss at this point.</p>	

4.4	<p>2019 Budgets</p> <p>Reports sent via Connect & Email: 2018 OSHClub Parental Survey (HPS survey only) Agenda 9 2019 Charges & Contributions Historical Summary Report – Student Centred Funding Kindy to Year 6 – 2019 Personal Use Items (Book Lists) Meeting 8 Minutes – 16th October 2018 Rates Received @ 15th November 2018 Preliminary Cash Budget – 2019 Volunteer Thankyou Morning Tea – Invitation Cash Report – October 2018 Consolidated Monthly Report – October 2018 Minimum Expenditure Report – October 2018 One Line Budget Statement – October 2018 Salary Report – October 2018</p> <p>Finance Cash Budget explained and changes advised to all present, Student Centred Funding Budget shown and a brief overview given. Email sent to all members, did explain what each Budget page was in relation to and how the funding was received or issued.</p> <p>Relief differences explained, face to face.</p> <p>Canberra, when do we cancel, if numbers are too low, we will look next year as to where to go and if we progress for future years, but this will come to the Board for decision and input, do we look at doing Canberra every two years including year 5 as an option?</p> <p>2019 Charges and Contributions were gone through, will amend excursions back to original costs as we can't on cost relief for excursions, camps or Canberra, will be going out via Connect, Facebook and email, Jason will put up on the webpage for us. Explained Canberra and the increase in the cost as it is hard to gauge, especially if the numbers drop or we have withdrawals before the cut off, as this will increase the cost for each student, the less students that go the higher the cost becomes. Donna thanked Stuart for sending the 2018 Charges and Contributions so that members could compare as there was a long discussion in relation to this document last year.</p> <p>Stephanie Alexander Kitchen Garden Program was discussed and Lea advised of the changes to the program for next year, this is the one area that we can save some Education Assistant salary costs on if we reduce the time, year 3 and 4 will do one semester each and this will be done in conjunction with Technologies. The program will reduce from 3 days per week to 1 day.</p> <p>2019 Book Lists – were discussed and it was advised that all parents that pay the SAKGP payment of \$40.00 on their child's Book List will need to be offered the opportunity for a \$20.00 refund or to go into credit as the original charge was \$40.00 (\$10.00 per term) but with the drop to doing one semester only, we can't allocate the full \$40.00 to SAKGP.</p> <p>Donna advised that she had been to a MCS CCEN meeting and asked if others were struggling with their 2019 budgets and the general consensus is that it is very problematic at present. Schools were looking at ways of reducing expenses such as not purchasing resources next year, others not doing any professional development and some haven't sent out budget submission requests. Lea said she has a colleague at another school who is \$200,000 overspent in salaries and not sure why. It was acknowledged that most public sectors are on financial cut backs.</p> <p>Draft Budget endorsed in principle. Moved: Stuart Tarrant Seconded: Louise Legerstee Carried – by all members present.</p>	<p>Current finance to be resent.</p> <p>Resend once done.</p>
-----	--	---

4.5	Other General Business	
	<p>Student Trends – Lea explained that we are dropping another class next year, this is due to a number of reasons:</p> <ul style="list-style-type: none"> • Numerous students returning to Aubin Grove Primary (as they were not able to gain a Kindy position for 2018 – due to high student numbers) • Leaving due to early offers for scholarships • Relocating to another location • (we are in an area that is downsizing and with families whose children are now growing up – not many young families moving into the area) <p>Board Members 2019 – Berry advised that this meeting would be Louise's last, as she is moving on to become a teacher at another school and her youngest child was graduating this year, Berry thanked Louise for all of her endeavours on the Board and as a parent and staff member, she will be missed by our school community. A list of Board renewals to be sent for the next meeting.</p> <p>Colour Fun Run – Our wonderful P&C raised \$8911.00 from the Colour Fun Run, uniforms have just had a price increase, this is the first increase in 5 years, Lea indicated that the P&C have been advised about the current financial situation and the changes that may occur from this.</p> <p>Meeting closed 7.06pm</p> <p>Open Meeting commenced at 7.10pm – no other parent or caregiver attended this session, meeting closed 8.00pm</p>	Send list of current members and timeframes on the Board.
5.0	Meeting Closed/Adjournment/Next Meeting	Actions
	Meeting closed at 7.06 – next meeting is scheduled for Tuesday the 19 th February 2019 to commence at 6.00pm.	

Signed (Chair)

Date: