

HENBURY SCHOOL COUNCIL
GENERAL MEETING MINUTES 26TH MARCH 2015
Staffroom, Henbury School (5.05pm)

1. **PRESENT** Carolyn Edwards, Brenda Moore, Lauren Hofmeyer, Janet Podsiadly, Jo Grace, Robyne Jhowry, Pat Hills, Jenny Dignan, Paula Callaghan, Vicki Baylis (Dept of Education) Robyne to chair meeting.

2. **APOLOGIES** Jane Boydell, Dee-Ann Vahlberg, Nicole Manison MLA

3. **MINUTES OF PREVIOUS MEETING 26th February 2015.** Moved Jenny
Seconded Brenda

4. BUSINESS ARISING FROM THE MINUTES

Robyne reported that the Family Transition network has written to Minister Elferinck as a result of their meeting on March 10th. The Minister advised that he has previously visited the school. The FTN has raised the possibility of the future use of the Henbury School site after the new school is built with the Minister, as a suitable site for post school activities.

We will have an additional Assistant Principal position for 12 months commencing as soon as possible. We will look at the possibility of an A02 at the end of the year, possibly from the 3% contingency fund.

Nicole Manison MLA apologised that she couldn't attend tonight's meeting. Carolyn will send her our future meeting dates.

Paula Callaghan took over Chairing the meeting at 5.15pm.

5. CORRESPONDENCE

Correspondence In:	3/3/15	COGSO Newsletter
	19/3/15	COGSO Training
	23/3/15	RSVP for School Council
		Governance training
	25/3/15	COGSO Training
Correspondence Out:	25/3/15	Nicole Manison invitation

6. PRINCIPAL'S REPORT

See Principals report.

Henbury School enrolment two weeks ago was 102, however currently our enrolment is 99.

SESO panels have resulted in 2 permanent SESO's and 6 contract SESO positions. We will be looking for a new OP shop manager.

The new classrooms are moving towards completion.

The final PACTS session has been completed. Thanks to Deb Hall and Lauren Hofmeyer.

The Henbury Global budget has been finalised and Vicki Baylis will provide further information in General Business.

Henbury will participate in "Go blue for Autism" on April 2nd.

Principal's report moved Brenda Seconded Paula

7. TREASURER'S REPORT

The budget will go in late as the Annual Operating Plan (AOP) hasn't been finalised.

We have had some MYOB issues that are been worked on.

OSHC funding has been extended until June 2016 and may continue year to year until the Department is ready to start working with individual funding packages from NDIS participants. There will need to be further discussions about how this will operate with School Council as a Service Provider or working through another service provider.

Our Trainee costs have been reimbursed by OCPE.

Accelerus program will enable our EAP's and portfolios to be held in a database that is easily accessible by staff.

An audit has been done by Paul on our computers across the school. We require around 57 PCs and 5 laptops to ensure that our students have access to appropriately working technology equipment. We have \$50,000 in reserves allocated to computers and may require further money from the reserves currently held for our future bus. We will receive new computers for the new school but urgently need equipment for the next year at Henbury and for outreach classes (who will not receive new computers as part of the new school build). We need to continue to look at succession planning for computers. Surface pros and computers have been purchased for the 2 new classrooms.

Leanne will email any changes or amendments to the budget presented to the meeting to School Council members.

Treasurer's report moved Janet Seconded Jenny

Motion to allow Henbury to spend or move to other budget lines, amounts up to \$5000 at their discretion without needing approval from School Council, and when urgent matters arise that require over \$5,000, email approval can be sought from School Council members to approve expenditure.

Moved Janet Seconded Jenny

8. OSHC REPORT

OSHC is at capacity for the next school holidays.

OSHC funding has been extended until June 2016

9. GENERAL BUSINESS

9.1 Global budgets.

Vicki Baylis has attended the School Council meeting to discuss the Henbury Global budget. 2015 Budget finalisation sheet attached.

The School Council members went through and discussed each budget line. ICSEA is the Community Social Economic Index. Our score is 882.

Item 8 is the fixed costs for electricity and utilities. We will need to apply for extra funds if our fixed costs increase and to cover the additional costs of the new transportable classrooms and increased costs when we move to the new school.

Item 12 Targeted programs is our whole school programs. \$4,175,311, with a budget adjustment for the six new students of \$238,200 which brings it to \$4,413,511.

Item 13 Bridging funding is only for 2015 and is \$290,000. We started with a projected shortfall of \$613,000.

Item 19 covers the six additional high needs students. \$238,200.

Item 29 Total targeted budget is \$4,413,511

Item 16 Total budget 2015 is \$4,875,072.

We currently have a 1% shortfall of \$84,000 and will find savings through unfilled positions. We have a 3% contingency built in to the budget.

The EBA that is due will be factored in to the budget and that money will be allocated to the school budget.

The Department of Education has committed to work in consultation with our school. The "Global School budgets" pamphlet notes "2016 Budgets. The approach detailed in this fact sheet for adjusting budgets for special schools and annexes is an interim agreement for 2015. Schools will be consulted during 2015 regarding funding arrangements for 2016".

Effective enrolment alters how much funding mainstream schools receive, however this measure doesn't apply to Special Schools. Notified absences are important to document for statistics, as our school often has students absent for medical reasons.

9.2 Community project

The community project for new school will be discussed at the next meeting.

9.3 Proposal for arranging supervision of School council members children. This will be revisited if needed in the future, but is not currently needed.

9.4 Change of time for the commencement of School Council meetings was discussed, however it was decided that we will continue to start the meeting at

5pm with Robyne initially chairing the meeting and Paula will take over the role of Chair when she arrives.

9.5 School based apprentice.

We had a school based apprentice, Helen last year. Brenda would like approval to start a new School based apprentice from O'Loughlin College to work supporting students and staff. The cost will be \$3000 and will we have capacity within the existing budget to cover this. Brenda will email out the title of the course.

Motion to approve the commencement of a School based apprentice.

Moved Paula Seconded Jenny

10. Next meeting

The next meeting will be Thursday 7th May 2015 at 5pm. We will continue to follow the week 4 and week 8 meeting schedule.