

Eastern Fleurieu School Governing Council (GC) - Agenda



Our Purpose: Joint responsibility with the Principal for the governance of the school (Education Act, 1972.)
To involve the school community in the governance of the school, setting broad direction and vision for the school.

Date:	9 December 2019	Start Time:	6.30pm	End Time:		Location:	7-12 Campus
Chairperson:	Sue Miller			Guest(s):	Include any observers		
Membership:	Ian Kent (Principal), Sue Miller, Adam Howieson, Richard Prusa, Lisa Smith, Melanie Priestley, Adam Reed, Melanie McAnaney, Rosy Scaffidi-Muta, Julianne Fox, Mitch Biermann, Tanya Wilson/Jo Garwood (Directors rotating), Emily Rodgers (Staff Rep 7-12), Chris Pelle (Staff Rep R-6), Ashleigh Tarling (Staff Rep R-6), Name (Student Rep. rotating), Josh Teague (Community Rep) Don't remove names if they don't attend – list those not present in apologies						

Item No	Agenda	Key Issues/Discussion Dot Points (record at the meeting)	Minutes (record at the meeting)
1.	Welcome Acknowledgement of Land	"We would like to acknowledge that this meeting is being held on the traditional lands of the Ngarrindjeri Nation, and we pay respect to their elders past and present."	
2.	Apologies/Absent Quorum is majority of filled positions. Half plus 1.		Apologies: Rosy Scaffidi-Muta Absent:
3.	Conflict of Interest A councillor must not take improper advantage of the position of councillor to gain, directly or indirectly, a personal advantage or an advantage for any associated person, which might cause detriment to the school.	Members are reminded of their responsibilities to disclose that nature of any interest. Are there any?	Record name and nature of any conflict and note if member will be leaving the meeting at consideration of the item(s) for which they have a conflict.
4.	Confirmation of Previous Meeting Minutes (attached) To confirm the minutes of previous meeting, provided as an attachment. <u>Recommendation</u> That the minutes of the GC meeting held 28 October 2019 are confirmed as a true and accurate record of proceedings.	Are there any matters arising?	Moved name that the minutes of the GC meeting held 28 October 2019, are confirmed as a true and accurate record of proceedings. Seconded name
5.	Business Arising from last meeting 5a: Business Arising from the Minutes – 28 October 2019 item 31	Are there any matters arising? DfE confirmed Governing Council has acted in accordance with the constitution and the matter was between and employee and their employer and not the business of GC.	Moved name that the correspondence from Anne Millard to GC regarding the (provided as attachment) be noted. Seconded name

	<p>GC's management of Trevor Fletcher – Correspondence from DfE's Anne Millard</p> <p><u>Purpose</u> To inform GC that the Chair advised DfE of the resolution made by GC at 28 October 2019 meeting regarding Trevor Fletcher's correspondence and the response received from Anne Millard Executive Director Partnerships Schools and Preschools dated 26 November 2019. (Refer Attachment <i>Email and DfE Anne Millard letter re Governing Council process Trevor Fletcher correspondence</i>)</p> <p><u>Recommendation</u> That GC note the correspondence from Anne Millard Executive Director Partnerships Schools and Preschools dated 26 November 2019 regarding GC's management of the Trevor Fletcher correspondence which confirms that GC acted in accordance with the constitution and the matter is between an employee and their employer and not the business of GC.</p> <p>5b: Business Arising from the Minutes – 28 October 2019 item 32 Repayment of CAWS Loan - Correspondence from DfE's Ann Prime</p> <p><u>Purpose</u> To inform GC of email correspondence from Ann Prime Education Director dated 22 November 2019 in response to GC resolution regarding the repayment of the CAWS loan prior to considering the Draft Budget 2020 (refer Attachment "<i>Governing Council email from Ann Prime 22 November 2019 in response to CWAS GC letter inc reconciliation</i>").</p> <p><u>Recommendation</u> That GC note the email correspondence from Education Director regarding the repayment of the CAWS loan.</p>	<p>DfE advised that the EFS Finance Committee recommend to Governing Council to repay the loan over 2 years, interest free.</p>	<p>Moved name that the correspondence between Ann Prime and GC regarding the CAWS Loan (provided as attachment) be noted. Seconded name</p>
6.	<p>Principal's Report (attached) To receive the Principal's report.</p> <p><u>Recommendation</u></p>	<p>Are there any matters arising?</p> <ul style="list-style-type: none"> • 	<p>Moved name that the Principal's report (provided as attachment) be noted. Seconded name</p>

	That the GC note the Principal's report provided by Ian Kent and consider any matters by exception at the meeting.		
7.	<p>Chairperson Report (attached) To receive the Chairperson's Report</p> <p><u>Recommendation</u></p> <p>That the GC note the Chairperson's Report provided by Sue Miller.</p>		Moved name that the Chairperson's report (provided as attachment) be noted. Seconded name
8.	<p>Finance Committee Report – 28 November 2019 (attached)</p> <p>GC Representatives: FC Chair Adam Howieson, GC Chair Sue Miller</p> <p>To receive the report from the Finance Committee arising from the Finance Committee Meeting held 28 November 2019 and consider any recommendations. The Finance Committee Report circulated to GC on 6 December 2019.</p> <p><u>Recommendation</u></p> <p>That the GC note (as advised by the Finance Committee in their report, attached). The following reports for the month ended 30 September were tabled and discussed:</p> <ul style="list-style-type: none"> ▪ Governing Council Report (or year to date actual vs budget report) ▪ Balance sheet ▪ Profit and Loss statement ▪ Business Managers Finance Report ▪ Governing Council variances were Discussed <p>Budget variances were tabled and discussed in Tony's (Business Manager) GC report and Finance Committee's meeting minutes</p>	<p>Are there any matters arising (by exception)?</p> <ul style="list-style-type: none"> • Minutes of Finance meeting dated 28 November 2019 to be circulated to GC. 	Moved name that GC note the reports provided (provided as attachment) by the Finance Committee from the Finance Committee meeting held 28 November 2019. Seconded name
13.	<p>Canteen Committee Report R-6 (attached) To provide the R-6 Canteen report.</p> <p>GC Representative: Julianne Fox</p> <p><u>Recommendation</u></p>	<p>Are there any matters arising (by exception)?</p> <ul style="list-style-type: none"> • 	Moved name that GC note the reports to be provided (provided as attachment) by the Finance Committee Seconded name

	<p>The following reports for the Canteen R-6 service for the month ended 30 September were tabled and discussed:</p> <ul style="list-style-type: none"> Balance sheet Profit and Loss statement <p>The GC notes that the year to date result is in deficit.</p>		
14.	<p>Canteen Committee Report 7-12 (attached) To provide the 7-12 Canteen report.</p> <p>GC Representative: Mel McAnaney</p> <p><u>Recommendation</u></p> <p>The following reports for the Canteen 7-12 service for the month ended 30 September was tabled and discussed:</p> <ul style="list-style-type: none"> Balance sheet Profit and Loss statement The GC notes that the year to date result is in surplus. 	<p>Are there any matters arising (by exception)?</p> <ul style="list-style-type: none"> 	<p>Moved name that GC note the reports to be provided (provided as attachment) by the Finance Committee</p> <p>Seconded name</p>
15.	<p>Materials and Services Polling (attached) To provide the Polling Results and approval letter to legally recover 'prescribed sum' for 2020.</p> <p><u>Recommendation</u></p> <p>That the GC record the Principal's approval to legally recover the 'prescribed sum' for 2020 M&S Charges.</p>		<p>Moved name that GC</p> <p>Seconded name</p>
16.	<p>2020 Interim Budget (attached) To provide the 2020 Interim Budget.</p> <p><u>Recommendation</u></p> <p>That the GC endorse the 2020 Interim Budget as presented.</p>		<p>Moved name that GC</p> <p>Seconded name</p>
17.	<p>Draft Budget: CWAS Loan – Request to retain the outstanding amount for EFS initiatives</p> <p><u>Purpose</u></p>		<p>Moved name that GC</p> <p>Seconded name</p>

	<p>For Governing Council to consider requesting that Principal Ian Kent write to Mr Rick Persse CE DfE (cc Ms Anne Millard and Ms Ann Prime, cc Josh Teague MP) requesting DfE permit EFS to retain the loan repayments to invest in specific ITC initiatives at EFS in lieu of making the repayments to DfE.</p> <p><u>Recommendation</u> – That GC request Principal Ian Kent write to DfE requesting the outstanding loan amount be redirected to ICT initiatives within EFS rather than repaid back to DfE, based on the reasons outlined in the key issues column and identified by GC members during the discussion.</p>	<p>The loan is an historical matter from 2012, the impact of which will be borne by existing and future EFS students.</p> <p>GC proposes to request investing those funds within our EFS community. DfE has acknowledged the loan could have been managed better and has influenced DfE procedural and policy changes.</p> <p>GC appreciates the goodwill gesture to apply an interest-free period to the reconciled loan amount for 2 years subject to the loan being paid in full within 2 years.</p> <p>As a further act of goodwill towards our EFS community, and in recognition of our growing enrolments and capacity pressures, GC requests DfE to permit EFS to retain the outstanding loan amount for direct reinvestment in IT initiatives. A full acquittal of how the funds will be directed will be provided to DfE.</p>	
18.	<p>Draft Budget: Governing Council Initiatives and Contingencies</p> <p><u>Purpose</u> For Governing Council to confirm the process for how the Governing Council Initiatives and Contingencies draft 2020 budget line will be allocated, acknowledging the student voice.</p> <p><u>Recommendation</u> That GC endorse the process as discussed and agreed at the GC meeting 9 December 2019 that ensures the EFS Student Voice is listened to and GC is kept informed as to how these funds are allocated in the course of operational decision making by the student and executive leadership, noting that this budget line will be available for initiatives that may not be completely funded from existing Facilities and/or Curriculum Area budgets lines.</p>		<p>Moved name that GC</p> <p>Seconded name</p>
19.	<p>OSHC (attached) To provide the OSHC report.</p> <p>GC Representative: Julianne Fox</p> <p><u>Recommendation</u></p>	<p>Are there any matters arising (by exception)?</p>	<p>Moved NAME that GC notes the reports provided by OSHC director.</p> <p>Seconded NAME</p>

	<p>The following reports for the OSHC service for the Reporting Period 16/9/19 – 28/10/19 was tabled and discussed:</p> <ul style="list-style-type: none"> Director's Service Report 		
20.	<p>Facilities Current and Future Planning (attached) <u>Purpose:</u> For GC to receive an update on the progress of current facilities upgrades, and to consider future planning.</p> <p><u>Recommendation:</u> That the GC note the Facilities report provided by Becky Hawkey.</p>		<p>Moved name that GC note the report (provided as attachment) by Becky Hawkey. Seconded name</p>
21.	<p>Transport Sub Committee <u>Purpose:</u> For GC to receive an update on the buses</p> <p>GC Representatives: Adam Howieson</p> <p><u>Recommendation:</u> That the GC note the Transport report provided by Becky Hawkey</p>	No meeting held	<p>Moved name that GC note the report (provided as attachment) by Becky Hawkey. Seconded name</p>
22.	<p>Canteen Sub Committee <u>Purpose:</u> For GC to receive an update on the Canteen</p> <p>GC Representatives:</p> <p><u>Recommendation:</u> That the GC note the Canteen sub-committee report provided by</p>	Meeting held 24 th October Strathalbyn R-6 Canteen (Minutes attached).	<p>Moved name that GC note the report (provided as attachment) by Seconded name</p>
23.	<p>Uniform Sub Committee <u>Purpose:</u></p> <p>GC representatives: Melanie Priestley, Jo Garwood</p> <p><u>Recommendation:</u> That GC note the report (provided as attachment) by</p>	No meeting held	<p>Moved name that GC note the report (provided as attachment) by Seconded name</p>
24.	<p>Head of Campus Reports (attached) To report on the teaching and learning and other unique campus matters.</p>	Are there any matters arising (by exception)?	<p>Moved name that GC note the reports (provided as attachment) by each Head of Campus. Seconded name</p>

	<u>Recommendation</u> The following HOC reports were tabled and discussed: HOC Ashbourne Campus HOC Langhorne Creek Campus HOC Milang Campus Director Primary Education Director Secondary Education		
25.	Staff Report (attached) R-6 7-12 <u>Recommendation</u> The Staff Reports were tabled and discussed	Chris / Ashleigh R-6 Emily 7-12	Moved name that the Staff reports (provided as attachment) be noted. Seconded name
26.	ICT update (attached) <u>Purpose:</u> To report on the ICT update across R-12 School <u>Recommendation:</u> That the GC note the ICT update report provided by Ian Kent		Moved name that GC note the ICT update report (provided as attachment) Seconded name
27.	Proposed changes to the school day <u>Purpose:</u> To report on the ICT update across R-12 School <u>Recommendation:</u> That the GC note the ICT update report provided by Ian Kent		Moved name that GC Seconded name
28.	Student Free Days 2020 <u>Purpose:</u> <u>Recommendation:</u> That the GC endorse the proposed Student Free Days and School Closure Day for 2020. Student Free Days Friday 6 th March Friday 5 th June Monday 20 th July Friday 20 th November		Moved name that GC Seconded name

	School Closure Day Friday 11 th September		
29.	Secondary Pathways Submission to Education Council review <u>Purpose</u> To inform GC the submission to the Education Council's Secondary Pathways Review has been submitted (refer attachment " <i>Submission Pathways Review December 2019 from EFS final as submitted online</i> "). <u>Recommendation</u> That GC note the submission to the Education Council's Secondary Pathways Review was submitted on DATE following circulation and the opportunity for input from GC members, and that the submission will be placed on the governance page of the school website.		Moved name that GC Seconded name
30.	Communication Policy (including CAC Guidelines review) At the first meeting of GC in Term 1 2020 the draft communication framework and policy will be endorsed, including CAC Guidelines review outcomes.		Moved name that GC Seconded name
31.	Correspondence In – Letter Minister Gardner Share of Capital Works <u>Purpose</u> Letter from Mr John Gardner MP Minister for Education dated 19/11/19 in response to GC's letter 19/9/19 regarding process, procurement and delivery of capital works at 7-12 Campus and R-6 Campus and how the \$1.8M EFS share of \$54M Capital Works funding will be allocated based on DfE analysis of current capacity and special requirements to build to 900 enrolments (refer Attachment " <i>Letter from Minister Gardner re Capital Works allocation to EFS 19 November 2019</i> "). <u>Recommendation</u> That GC note the letter from Mr John Gardner MP Minister for Education dated 19/11/19 in response to GC's letter 19/9/19 regarding process, procurement and delivery of capital works at 7-12 Campus and R-		Moved name that GC Seconded name

	6 Campus and how the \$1.8M EFS share of \$54M Capital Works funding will be allocated based on DfE analysis of current capacity and special requirements to build to 900 enrolments.		
	Correspondence In Letter to GC from Donna, 7-12 Canteen Fundraising Checklist Ashbourne		Moved name that GC Seconded name Moved name that GC Seconded name
	Use of Common Seal Goolwa to Strathalbyn School Service for 2020 Commercial Lease for FLECS area at Strathalbyn Football Oval – with Raine and Horne Real Estate, Meadows/Strathalbyn.		
32.	Governing Council elections 2020 (attached) Early in Term 1 2020 notice will be given outlining key dates and the process for nominations for the 8 positions which will be declared vacant.		
33.	Any other business	Key Issues: <ul style="list-style-type: none"> 	Moved name that the GC note Seconded name CARRIED
34.	Future Meeting Dates <u>Purpose</u> For GC to determine meeting dates for Term 1 2020 including the setting of the 2020 AGM date. <u>Recommendation</u> That GC continue to meet on Monday evenings, Week 3 and Week 9 and determine at the meeting the date for the AGM 2020 (being mindful of GC election dates.) Monday Week – Term 1 – date 2019 – Strathalbyn 7-12 Campus Governing Council Meeting 6:30pm	Notice of Meeting Monday insert date – Strathalbyn 7-12 Campus Governing Council Meeting 6:30pm If Members have any items they wish to include on the agenda they should be provided to Kate Jude or the Chair no later than the Wednesday prior to the Governing Council meeting. Notice of Meeting is provided at the end of each meeting and dates and times were set at the first meeting after the AGM. This will ensure informed	

	Finance Meetings to be scheduled Thursday a week and half prior to Governing Council Future agenda items: Meeting Closed: time	and transparent decision making, efficient meeting practice and good governance.	
--	--	--	--

Endorsed: _____
(Meeting Date)

Signed: _____
Chairperson

DRAFT