

# Eastern Fleurieu School Governing Council (GC) – Minutes



**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:	24/3/25	Start Time:	6:30pm	End Time:		Location:	Online meeting
Chairperson:	Adam Reed (Chair)			Guest(s):			
Membership:	Ian Kent (Principal), Adam Reed (Chair), Mitchell Biermann (Vice Chair), Julianne Fox, Luci Graham, Sarah Eatts, Sally Smith, Jo Garwood, Vanessa Coker, Community Representative –TBA						

Item No	Agenda	Key Issues/Discussion Dot Points (record at the meeting)	Minutes (record at the meeting)
1.	<b>Welcome</b> <b>Acknowledgement of Land</b>	"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.	<b>Apologies/Absent</b> Quorum is majority of filled positions. Half plus 1.	<ul style="list-style-type: none"> <li>Meeting could not go ahead due to not having a quorum</li> <li>It was decided that due to the importance of this meeting in terms of ratifying some key financial and administration decisions, that we would have an opportunity to discuss and approve the agenda items via email.</li> </ul>	Apologies: Sally Smith, Vanessa Coker Absent: NIL
3.	<b>Conflict of Interest</b> 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? NIL	N/A
4.	<b>Confirmation of Previous Meeting Minutes</b> <u>Purpose:</u> To confirm the minutes of previous meeting, 17 <sup>th</sup> February 2025 provided as an attachment.  <u>Recommendation</u> That the minutes of the following GC meetings held 17 <sup>th</sup> February 2025 are confirmed as a true and accurate record of proceedings with an amendment as described under any matters arising column.	Are there any matters arising?	Moved Luci Graham that the minutes of the GC meeting held 17 <sup>th</sup> February 2025 are confirmed as a true and accurate. Seconded Julianne Fox  Carried
5.	<b>Business Arising from last meeting</b>	Are there any matters arising? NIL	N/A

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## GOVERNANCE & ADMINISTRATIVE REPORTS

6.	<b>Principal's Report</b> (attached) <u>Purpose:</u> For GC to receive the Principal's Report.  <u>Recommendation</u>  That the GC note the Principal's report	Summary of report <ul style="list-style-type: none"> <li>Upcoming AGM, and the importance of GC role</li> <li>2025 School Budget update, financial management processes and compliance</li> <li>Recent staff training, Berry Street Education Model with guest speaker Dr Tom Brunzell, positive day with high engagement</li> </ul>	Moved Adam Reed that the Governing Council approve the Principal's Report. Seconded Sarah Eatts  GC unanimous vote
7.	<b>Chairperson Report</b> <u>Purpose:</u> For GC to receive the Chairperson's Report when required <u>Recommendation</u>  That the GC note the Chairperson's Report, when report is required	<ul style="list-style-type: none"> <li>No report required</li> </ul>	
8.	<b>Finance Reports</b> (attached)  <u>Purpose:</u> To provide the Eastern Fleurieu R-12 School finance reports  <u>Recommendation</u> Governing Council accept the financial reports as tabled: <ul style="list-style-type: none"> <li>2025 Financial Delegations</li> </ul>	<ul style="list-style-type: none"> <li>Annual DfE process that require GC approval.</li> <li>These are in line with DfE policy and enable us to do our work</li> </ul>	Moved Mitchell Biermann that the Governing Council approve the 2025 Financial Delegations Seconded Luci Graham  GC unanimous vote

	<p><b>Finance Reports</b> (attached)</p> <p><u>Purpose:</u> To provide the Eastern Fleurieu R-12 School finance reports</p> <p><u>Recommendation</u> Governing Council accept the financial reports as tabled:</p> <ul style="list-style-type: none"> <li>February Finance Report C1</li> <li>February Finance Report C2</li> <li>February Finance Report C3</li> </ul>	<ul style="list-style-type: none"> <li>C1 (Company 1) - Whole school account, shows profit and loss statements and that we are running at a profit, everything is in place</li> <li>C2 – (Company 2) R-6 canteen - shows that currently February is at a loss, this is due to purchasing goods to start the year. We will closely monitor this to ensure we are running with a small profit</li> <li>C3 – (Company 3) 7-12 canteen - shows that running a profit at this stage and doing quite well</li> </ul>	<p>Moved Julianne Fox that the Governing Council approve the February Finance Report C1 Seconded Adam Reed GC unanimous vote</p> <p>Moved Sarah Eatts that the Governing Council approve the February Finance Report C2 Seconded Mitchell Biermann GC unanimous vote</p> <p>Moved Luci Graham that the Governing Council approve the February Finance Report C3 Seconded Julianne Fox GC unanimous vote</p>
	<p><b>Finance Reports</b> (attached)</p> <p><u>Purpose:</u> To provide the Eastern Fleurieu R-12 School finance reports</p> <p><u>Recommendation</u> Governing Council accept the financial reports as tabled:</p> <ul style="list-style-type: none"> <li>2024 Budget Variations</li> </ul>	<ul style="list-style-type: none"> <li>This was tabled at last GC meeting, and approved</li> <li>Please review again, as we need to provide budget variations sheet</li> <li>Budget Variations are to be reported to GC with each months cycle</li> <li>Looking at the budget variations, some were quite minimal. Upon advice from DfE finance personnel we would like you to consider that we only report of Budget Variations of \$10,000 or more</li> <li>Budget Variations are when extra money comes in to the school / or a budget has gone over / or new budget is created</li> <li>We are unable to provide Jan / Feb Budget Variations because we don't have a budget approved by GC at this stage</li> </ul>	<p>Moved Adam Reed that the Governing Council approve the Budget Variations of \$10,000 or more are reported to GC in the future Seconded Jo Garwood</p> <p>GC unanimous vote</p>

	<p><b>Finance Reports (attached)</b></p> <p><u>Purpose:</u> To provide the Eastern Fleurieu R-12 School finance reports</p> <p><u>Recommendation</u> Governing Council accept the financial reports as tabled:</p> <ul style="list-style-type: none"> <li>• 2025 School Budget</li> <li>• 2025 Canteen Budgets</li> </ul>	<p>2025 School Budget</p> <ul style="list-style-type: none"> <li>• We have a 20 million budget which will grow, given we get other money during the year.</li> <li>• It has been difficult to get a budget up this year due to some complicating factors; my illness, student numbers, new personnel and I have had to work with the DfE to create a budget for 2025.</li> <li>• This budget complies with all DfE policies with a healthy surplus, however some of the surplus will need to be allocated to some budget areas. Any budget areas of \$0 / \$1 may be taken out, all money has been accounted for.</li> <li>• Whilst it shows we have \$1,511,000, it will be half this amount as we allocate to other budget areas, in line with every budget that we have produced over the last 7 years.</li> </ul> <p>2025 Canteen Budget</p> <ul style="list-style-type: none"> <li>• For the first time ever we have had to do a budget for the canteen</li> <li>• Self explanatory, based on historical figures</li> <li>• The red text is what we expect the cost and the black/blue is anticipated revenue</li> </ul>	<p>Moved Mitchell Biermann that the Governing Council approve the 2025 School Budget Seconded Sarah Eatts</p> <p>GC unanimous vote</p> <p>Moved Julianne Fox that the Governing Council approve the 2025 Canteen Budgets Seconded Luci Graham</p> <p>GC unanimous vote</p>
9.	<p><b>Canteen R-6 Sub Committee (non-finance) (attached)</b></p> <p><u>Purpose:</u> For GC to receive R-6 Campus Canteen Report</p> <p>GC Representative: To be appointed</p> <p>Recommendation: That the GC note the Canteen sub-committee report provided by Jo Garwood</p>		<p>Moved Adam Reed that the Governing Council approve the Strath R-6 Canteen Minutes Seconded Mitchell Biermann</p> <p>GC unanimous vote</p>
10.	<p><b>Canteen 7-12 Sub Committee (non-finance)</b></p> <p><u>Purpose:</u> For GC to receive 7-12 Campus Canteen Report</p>	No report provided	N/A

	<p>GC Representative: To be appointed</p> <p><u>Recommendation:</u> That the GC note the Canteen sub-committee report provided by Vanessa Coker</p>		
11.	<p><b>OSHC</b></p> <p><u>Purpose:</u> To provide the OSHC Director report for the Reporting Period</p> <p>GC Representative: To be appointed</p> <p><u>Recommendation</u></p> <p>To table and discuss the following reports:</p> <ul style="list-style-type: none"> <li>• OSHC Director Report for the Reporting Period</li> </ul>	No report provided	N/A

## DECISION REPORTS

12.			
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## INFORMATION REPORTS FOR NOTING *(may result in an action)*

13.	<p><b>ICT update</b></p> <p><u>Purpose:</u> To report on the ICT update across R-12 School</p> <p><u>Recommendation:</u> That the GC note the ICT update provided by Ian Kent.</p>	<ul style="list-style-type: none"> <li>• Website update still in motion, fortnightly catch up with Schoolzine. Main menu and structure on track.</li> </ul>	<p>Moved NAME that the Governing Council note the ICT Report provided by Ian Kent.</p> <p>Seconded Mitchell Biermann</p>
14.	<p><b>Facilities Current and Future Planning</b> (attached)</p> <p><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</p>	<p>Summary of report</p> <ul style="list-style-type: none"> <li>• Corellas continue to cause significant damage to all sites</li> <li>• Milang campus loose bricks, quote process underway</li> <li>• SR-6 laser cutter installed (from 7-12), training to take place in term 2</li> <li>• SR-6 Termites located and to be removed in holidays</li> </ul>	<p>Moved Jo Garwood that the Governing Council accept the Facilities Report provided by Lauren Nolan.</p> <p>Seconded Sarah Eatts</p>

	<ul style="list-style-type: none"> <li>Facilities Update for each campus</li> </ul>	<ul style="list-style-type: none"> <li>7-12 Campus delay on basketball ring and 4 square lines, aiming for holidays</li> <li>7-12 Campus new desks middle school have arrived</li> </ul>	
15.	<p><b>Head of Campus Reports</b> (attached) To report on the teaching and learning and other unique campus matters</p> <p><u>Recommendation</u></p> <p>The following HOC reports were tabled and discussed:</p> <p>HOC Ashbourne Campus HOC Langhorne Creek Campus HOC Milang Campus Director Primary Education Director Secondary Education</p>	<ul style="list-style-type: none"> <li>These reports are as reflected in the newsletter</li> </ul>	<p>Moved Mitchell Biermann that the Governing Council accept the Head of Campus Reports provided. Seconded Adam Reed</p> <p>GC unanimous vote</p>
16.	<p><b>Transport Sub Committee</b> (attached) <u>Purpose</u> For GC to receive an update on the buses</p> <p>GC Representatives: To be appointed</p> <p><u>Recommendation</u> That the GC note the Transport report provided</p> <p>Bus Information and Guidelines available on the Information tab of the school website.</p>	<ul style="list-style-type: none"> <li>Buses are operating at full capacity and some ineligible students may not be granted access at short notice if more eligible students come on board</li> <li>This information has been communicated to parents and is on school website</li> </ul>	<p>Moved Julianne Fox that the Governing Council Transport Report provided. Seconded Jo Garwood</p> <p>GC unanimous vote</p>
17.	<p><b>Uniform Sub Committee</b> <u>Purpose:</u> For GC to receive an update from the Uniform Committee</p> <p>GC representatives: To be appointed Recommendation:</p>	<ul style="list-style-type: none"> <li>No meeting held</li> <li>Jo is working with Bubbles on leggings</li> </ul>	

#### POLICIES FOR ENDORSEMENT OR REVIEW

18.			
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#### OTHER BUSINESS

19.	<b>Correspondence In</b> <ul style="list-style-type: none"> <li>• Invitation to the governing council and school board discussion</li> <li>• GC Councillors Let's Connect Online</li> <li>• Fundraising Ashbourne Garage Sale</li> <li>• Fundraising Langhorne Creek Pie Drive</li> <li>• Fundraising Strath R-6 Kytons</li> <li>• Fundraising Strath R-6 Quiz Night</li> <li>• Fundraising Milang Sports Day Lunch</li> <li>• Fundraising 7-12 Campus - Strath R6 Sports Day</li> <li>• Fundraising 7-12 Campus Bunnings BBQ</li> <li>• Fundraising 7-12 Campus Quiz Night</li> <li>• Fundraising 7-12 Campus Woolworths BBQ</li> </ul>		<p>Moved Sarah Eatts the Governing Council note the Invitation to the governing council and school board discussion Seconded Luci Graham</p> <p>GC unanimous vote</p> <p>Moved Adam Reed the Governing Council note the GC Councillors Let's Connect Online Seconded Jo Garwood GC unanimous vote</p> <p>Moved Julianne Fox the Governing Council approve the School Fundraising checklists for 2025 Seconded Jo Garwood GC unanimous vote</p>
20.	<b>Correspondence Out</b> <ul style="list-style-type: none"> <li>• Nomination Form and AGM Notice</li> </ul>		<p>Moved Luci Graham the Governing Council note the Nomination Form and AGM Notice Seconded Sarah Eatts</p>
21.	<b>Any other business</b> AGM Meeting - Monday 31 <sup>st</sup> March 2025		
22.	<b>Future Meeting Dates</b>	Future meeting dates:	

<p>Current practice of meeting Monday week 4 and week 8 of each term - seek consensus from members to continue.</p> <p>Meetings at other campuses with CACs - TBA will coincide with CAC meetings where possible.</p> <p>Next meeting: 31st March AGM</p> <p><b>Finance Meetings to be scheduled Thursday the week prior to Governing Council.</b></p> <p><b>Future agenda items:</b></p> <p>Meeting Closed: online meeting</p>	<p>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.</p> <p>Notice of Meeting is provided at the end of each meeting and dates. This will ensure informed and transparent decision making, efficient meeting practice and good governance.</p>	
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