Present: Paul, Marg, Bobbie, Yvonne, Fiona, Kier, Tracy, Craig (new member), Deborah (new member)

Welcome to Members

- Paul welcomed returning and new members of the council.
- A members’ contact list was tabled. Amendments were made and an updated list would be provided at the next meeting.
- Paul thanked the members for agreeing to be on the council and articulated his support for the council being a fully open forum where the input of members to the decision making process was valued. He encouraged parent members to become representatives for the wider parent body and welcomed their input to setting the agenda for meetings.

Previous Minutes (Meeting held 7/12/11)

- The minutes were tabled and read.
- Fiona commented that the funding for the Chaplaincy Program actually ran until 2014 not 2013 as indicated in the minutes. The minutes were edited.
- The minutes were accepted as a true and accurate record. (M – Keir; S – Fiona; All in favour).

Business Arising

- The matter of changes to the school’s uniform was discussed.
  - Paul stated that as the changes only affected the supplier and style of uniforms being sold and as this was the domain of the P&C, he felt there was no need to conduct a survey of parents as outlined in the minutes. All agreed with this.
  - It was mentioned that the Council had discussed and agreed upon changes to the School Dress Code in 2011 and that this needed to be completed and handed out to parents. Tracey provided a copy of the re-drafted document to Paul, who would update it for the next meeting.

Agenda Items

1. MPS School Management Council - Terms Of Reference
   - Paul tabled copies of the Terms of Reference, highlighting various areas including Functions of the Council and Membership of the Council. Paul asked members to read the document as use it as a guide to the functions of the School Council.

2. Staffing and School Structure for 2012
   - Paul presented the School Staffing and Allocation Chart (SSAC) and the Class Structure and Staffing list for 2012.
   - Paul explained how the SSAC was used to determine the amount of teaching Staff FTE based upon student enrolment data, site factors, special programs staffing and other factors. This resulted in a Teaching Staff FTE of 16.01 for 2012.
   - Paul also outlined how the school had utilised this FTE to determine classes, staffing and support allocations for 2012.

3. 2012 School Budget
   - Paul presented the 2012 School Budget (28th Feb Update) and outlined sources of funding (school grants & school income) and a detailed list of projected expenditure. Details of the presentation included:
     - Total Anticipated Income = $311,814.87
     - Total Projected Expenditure = $303,718.83
Reserve Account Totals = $146,023.00
Paul explained that as the school had a significant amount of money in reserve, the school’s Finance Committee had decided not to place any extra into reserve from this year’s budget.
It was moved that the 2012 School Budget be accepted and ratified. (M – Tracy, S – Craig, all in favour)

4. School Improvements Program
Paul also explained that the Finance Committee had reviewed the reserve account allocations and redistributed budgets to allow for $60,000 to be put aside for planned school facilities upgrades in 2012.
Paul outlined some of the projects already underway (Undercover Area upgrade, play equipment etc).
Paul will provide a Facilities Improvement Plan with budget estimates at the next meeting.

5. Swimming Carnival
Keir requested the possibility of having a school swimming carnival as occurs at other schools in the hills area.
Paul stated that he had no objection to a swimming carnival and he felt that a carnival in Term 1 would be a good follow up to the Term 4 swimming lessons and school summer holidays. He would follow this up with the staff, including the PE teacher Mr Taylor.
The general consensus of the meeting was that it was a good idea as long as staff, students & parents were supportive.
It was decided that the school would notify parents and students of the proposal via a newsletter to seek feedback.

6. General Business
Tracy mentioned that she thought the library could look more attractive. Paul replied that the school was purchasing some new Library Officer’s Furniture and would look at other aspects of improving the facility.
The matter of the School Council Brochure was also discussed, with a view to completing the draft and sending this home to all families. Tracey provided a copy of the re-drafted document to Paul, who would update it for the next meeting.

The meeting closed at 3:00pm

Next Meeting - 16/5/12 (Term 2 Week 4)