

School Council Meeting Minutes

Date: Thursday 24th October, 2024
Venue: Via Webex or in person
Time: 2:30pm start
Chair: Thanh Truong

1. Welcome

Attendance

1.1 Present: Thanh Truong, Lynne Ord-Oraniuk, Elio Mazzeo, Melissa Day, Lisa Taverna, Debbie David, Isabel Debono, Manjit Bains, Zora Milosevic, Guido Zorzenon.

1.2 Apologies: Tracie Quigley, Mainul Ahsan

2. Minutes from Previous Meeting

2.1 Confirmation of Minutes

Motion: That School Council approve the minutes of the previous meeting held on the 12th September, 2024 as a true and correct account of the meeting.

Moved: Elio Mazzeo

Seconded: Thanh Truong

Carried

2.2 Business Arising from Minutes

NA

3. Correspondence

3.1 Inwards – Nil

3.2 Outwards - Nil

Motion:

Moved:

Seconded:

Carried

4. Reports

4.1 Principals Report: See attached report.

4.2 Finance Report:

4.2.1 Ratify Payments

Motion: That the payments totalling \$158,941.59 in September be accepted.

Moved: *Elio Mazzeo*

Seconded: *Thanh Truong*

Carried

4.2.2 Financial Reports

The following reports were tabled and accepted for August 2024:

- Bank Reconciliation
- Bank Account Movements
- Balance Sheet
- Operating Statement
- Cash Flow Statement
- Annual Sub Program Report
- Cash Receipts Report
- Cash Payments Report
- Cancelled Payments Report
- Cancelled Receipts Report
- Journal Report
- Invoices Awaiting Payment Report
- Family Credit Notes Report
- Sundry Debtors Credit Notes Report
- SRP Budget Management Report
- Balances: HIYA @ 30/09/2024 - \$181,949.76
 Operating @ 30/09/2024 - \$50,660.53
- Amounts held for other programs: District Sports \$ 2,410.62
 Principal Network Funds: \$25,135.60
 TOTAL: **\$27,546.22**

Motion: The above reports were tabled and accepted by School Council.

Moved: *Lynne Ord-Oraniuk*

Seconded: *Guido Zorzenon*

Carried

Motion: The Purchasing Card statement for the period of 23 August – 22 September, 2024 was tabled and accepted.

Moved: *Thanh Truong*

Seconded: *Guido Zorzenon*

Carried

Motion: That School Council approve the writing off any outstanding charges.

Moved: *Guido Zorzenon*

Seconded: *Elio Mazzeo*

Carried

Motion: That School Council accept and endorse the indicative cash budget for St Albans Primary School for 2025.

Moved: *Thanh Truong*

Seconded: *Lynne Ord-Oraniuk*

Carried

5. General Business

- 5.1** It was requested to re-invite Frank Beyerle back to one of our future meetings to answer some specific questions related to the school's budget.
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6. Accountability

6.1 Standing Orders

Child Safe: St Albans Primary School is committed to being a Child Safe School.

Moved: Elio Mazzeo

Seconded: Lisa Taverna

Carried

OHS: St Albans Primary School is committed to being a safe work place for everyone.

Moved: Lynne Ord-Oraniuk

Seconded: Elio Mazzeo

Carried

7. Confirmation of Next Meeting

14th November, 2024 at 2:30pm via Webex or in person.

8. Meeting Closed at: 3:15pm
