

SHEIDOW PARK SCHOOL GOVERNING COUNCIL

ANNUAL GENERAL MEETING

TUESDAY, 16th February, 2016 at 7:00pm

1. Welcome
2. Present
3. Apologies
4. Minutes and Business arising from previous AGM on Tuesday, 2nd December, 2014
5. Chairperson's Report – Marc Boots
6. 2015 Subcommittee Annual Reports (presented in booklet form to be read at own leisure)
7. Presentation of School's Annual Report– Jenny Engelhardt and Wendy Westgate
8. Nomination of Councillors
9. Election of Councillors
10. Any other business
11. Meeting Closed

First meeting of new Governing Council to be held immediately following the AGM

Minutes of the Annual General Meeting, Sheidow Park School Held on 2nd December 2014

Present: Pam Kavarnos, Amy and Sue Ambagtsheer, Heather Grealy, Dominik Zelinski, Michael Branson, Leanne Branson, Penny South, Ev Read, Andrea Bowen, Renae Garner, Gordon Coleman, Markos Kavarnos, Wel

Jodie Heycox, Cheryl Moriaty, Kerry Faustmann, Clinton Faustmann, Mark Moriaty, Janine Zschech, Mark Mihatsch, Laura Mihatsch, Jane and Adam Norman, Vikki Bartlett, Alex Sharpe, Steve Clarke, Wendy Westgate, Nicole Lewis, Paul Lewis, Amy Zelinski, Marc and Emma Boots, Janine Brideoake, Jenny Engelhardt.

Apologies: Jodi Suisted



1. Marc: welcomed everyone to the meeting.
2. Matters Arising from the previous AGM: an amendment to be made — Marc Boots' name to be added to those present at that meeting.
3. Chairman's report: Marc gave a summary of the year; included talking about the Nature Trail, the beautifying of the gardens, the shipping container, Room 19, the raised profile of Japanese, practicing invacuation and evacuation processes, our early finish on Tuesdays, the staff study tour to Italy (which was only marred by the classroom flood), considering ways to improve the safety of students with regard to car parking issues, with the involvement of Marion Council to try to resolve some of these issues. He then went on to focus on the achievements of the Fundraising Committee, the increase in the profile of the Canteen, and concluded by thanking all who have been on Governing Council this year, as they had done a great job.
4. Annual Reports of Committees: available at the meeting, but can be read at leisure. Jenny thanked Marc and the Governing Council; they have been a very hard-working group of people.
5. Presentations:
 - a. Room 1: Gymnastic Instruction, Rhys and Jessica
 - b. Room 13: History of Glenthorne Farm, Molly and Billy
 - c. Room 15: Trott Park Kindy orientation visits in Terms 3 & 4 and Jenny's Science visits to Room 15, Ruby and Molly
 - d. Room 3: Colonial Day, Oliver and Zoe
 - e. Library: Book trailers, Luke and Lachlan
 - f. Japanese: Maddi and Sam
 - g. Room 18: Nature Trail, Jessica, Cody and Charlie
 - h. Room 5: Year 6/7 animations, Luke
 - i. Room 7: Cooking, Dylan, Ashlyn and Bella
6. Governing Council for 2015, Jenny: Heather Belshaw and Cyndi Vince retiring. In their first year of a 2-year term: Alex Sharpe, Nicole Lewis, Janine Zschech, Adam Norman, Jodi Suisted — all willing to continue;
2nd year of their 2-year term:
 - Marc Boots — re-election seconded by Andrea Bowen, carried
 - Steve Clarke — re-election seconded by Adam Norman, carried
 - Mark Mihatsch — re-election seconded by Laura Mihatsch, carried
 - Jodie Heycox — re-election seconded by Nicole Lewis, carried
 - Amy Zelinski — re-election seconded by Alex Sharpe,

carried Laura Mihatsch – retiring, not standing again

Nominations:

- Vikki Bartlett – seconded by Alex Sharpe, carried
- Markos Kavarnos – seconded by Steve Clarke, carried All need a

DCSI Police Clearance; school pays for it.

Jenny then closed the meeting.

Governing Council, first meeting:

Jenny welcomed new members, and declared all offices vacant. Election of officers:

Chairperson – Marc Boots, nominated by Mark Mihatsch, seconded by Steve Clarke;

Vice Chairperson: Mark Mihatsch, nominated by Steve Clarke, seconded by Adam Norman; Minutes

Secretary: Amy Zelinski, self-nominated, seconded by Nicole Lewis;

Finance Convener/Treasurer: Steve Clarke, self-nominated, seconded by Janine Zschech.

Marc will also be on the Finance Committee. Other committees will be the first Agenda item at the first meeting next year, which is on Tuesday, Week 3, at 7pm.

Sheidow Park School Resource Centre Report 2015

Resource Centre

In 2015 the staff in the Resource Centre remained the same with Mrs. Ev Read once again our Teacher/Librarian for 2 ½ days per week, Mrs. Hoffmann as the SSO. Robyn took some long service leave at the end of term 2 during this time Mrs Karen Dwyer stepped in to assist in the Resource Centre.

Mrs Read also took some long service leave in term 3 and once again Mrs. Anna Sharman stepped in to cover the classes superbly.



2015 seemed a very busy year in the Resource Centre and this is particularly evident when the yearly data is printed out. One total that stands out is 16,038 items were checked out over the course of the year! That in turn equates to 16,038 items that needed re-shelving when they were returned! There were 12,764 visits by students, teachers etc. 632 new items were processed and 895 items were deleted from our collection. (The items deleted will be explained later in this report)

Resourced Based Learning

Ev covered a wide range of topics this year with the students across all year levels. One of the main focuses was Book Week with the classes looking at the books in their specific year levels. Mrs Read integrated art into these lessons which made for some fantastic displays. Another topic covered across all year levels was Cyber safety; a must for our digital age. Resource Based Learning is a vital component of the students' education as it teaches them to independently look and search for information not only on the Internet but in books as well.

Premier's Reading Challenge

152 students completed the Challenge in 2015. This year we grabbed hold of the theme for Book Week – Books light up our world to showcase the students when they had completed the Challenge. Robyn made 9 chandeliers, one for each class and as each student handed in their sheets their picture was placed on a jewel and hung from their class chandelier. The Reception to year 2 students were Rubies, years 3 to year 5 were Emeralds and the year 6 and 7 students were Sapphires. By the end of the Challenge we had quite a lovely display.

Accelerated Reader

This program for year 3 to year 7 students was again a great results. (report attached) Ev supervised the students in the library assisting them with book selections and Robyn in the computer room assisting with their on-line tests. There were quite a number of new books purchased for this program across all reading levels.

Resource Centre displays in 2015

The beginning of the year is a very busy time when it comes to displays. We started with the Australia Day, new books, We love our Library (Valentine's day), Sea Week, Harmony Day and Chinese New Year and Easter. The rest of the year the displays ranged from Anzac Day, new books, Book week, Remembrance Day, Christmas and throughout the year focused displays on topics classes were studying.

Ev has been busy throughout the year culling old books from both the student areas and the Teacher Reference section. Most of these we are pleased to report, have been sent overseas to areas where they are needed for the setup of new schools in less fortunate countries. Thanks to Heather Grealy for organizing this.

Scholastic Book Club

The Book Club has been running as usual during the year with Parents taking advantage of promised secrecy with their purchases and buying books as presents for their children, friends and family. The Resource Centre and in turn the whole school benefited by being able to choose free books. We have added around \$400 of free books to our Resource Centre through this process during the year.



Book Fair

In term 4 we held a book fair in conjunction with Scholastic. The Very Cranky Bear was a feature and delighted the children. (Even though he was just propped up on a chair). The fair was held over 3 days with a sensational \$2,555.00 in sales which enabled us to purchase \$627 worth of extra resources for our Resource Centre.

Our Sheidow Park School Christmas Tree was again a bright and sparkly addition to the end of year. We again collected for Minton Farm Animal Rescue Centre.

Information Technology 2015

Travis Nuske has been our IT Technician once again this year for 5 hours on a Thursday as well as hosting our website. He is an invaluable member of the Resource Centre Team, helping teachers and students with all manner of computer problems and is a great support for Robyn who manages the network during the rest of the week.

We will look forward to the continuing support of the Sheidow Park School Leadership, Parents and Staff in 2016.

Grounds Report

The grounds have been extensively renovated this year. We have had very well attended working Bees along with grounds work being carried out by contractors. Work has been carried out on allowing the chickens to be outside their coop during the week, Tree maintenance and pruning, Mulching around the school fence line, refilling the Soft play areas, sand for the sandpit and the reinvigorating of the Nature play area round the Demac to name just a few.

The school parents and teachers have done a great job by attending the working bee and helping to regenerate the nature play area on Alkira Road, along with donations of a trellis arch and old metal wheel barrow to brighten up the area. A big thankyou to the Parents and teachers who attended the working bee to re mulch the fence line and school areas earlier this year, it was hard work and a lot got done in the short amount of time that we had.

The Steiner group have also achieved a lot by using the rest of their acquired grant to purchase a water tank which will eventually feed into the ponds, while donating their time during the working bee's as well.

A great big thankyou to the Fund Raising Committee who over the past couple of years have raised enough money to purchase and fit the new 'blue' sun shade for the playground next to the sandpit.

Groundsman 'Tim' has continued to take pride in the school and making sure it is looking good for all who attend the school. He has continued to keep a relationship with Sturt Tree Stump Removal that have maintained our trees and delivered mulch to the school. Tim has continued to fix the little maintenance jobs before they become larger jobs while attending to the Oval, along with the cricket club, to control the weeds and bring back the lush green grass.

There are some amazing plans for the coming years which will benefit from fresh ideas and feedback.





OSCH DIRECTORS REPORT December, 2015

OSHC

The AM session still ran as a single serviced and the PM session we had 2 staff in attendance. Our numbers steadily increased over the year.

- 4 staff employed for OSHC – 3 Qualified & 1 unqualified during 2015.
- Another 4 staff employed for vacation care to help cater for the higher numbers.
- Number of families registered for OSHC in 2015:

Beginning of 2015

We had 52 families and 70 children registered (this was an increase of 9 families and 15 children from the previous year.

- By the end of Term 4 2015

We had 95 families and 124 children registered (an increase of 43 families)

This reflected in our numbers, but many registered families were Casual bookings and we remained a single services for the AM sessions.

53 families were Casual and 42 families had permanent bookings, some only attending 1 day per week.

Tuesday early finish had the highest attendance rate of an average of 22 children, dropping to 15 children for the PM session.

- Our budget for 2015 was set for 12 children attending for AM session and 16 children for the PM session and 18 children for Vacation care.
- Fees were increased in July to accommodate the annual yearly increase in staff wages.
- Staff attended various Training and development workshops throughout the year with all staff completing their RAN training and First Aid & Asthma training

VACATION CARE

Numbers during Vacation care were good over the year –

- Numbers were higher on excursion days and we had several families from within the community use our service.
- We now have pre-school children attend vacation care, this is great for our future numbers, but unfortunately had a big impact on our budget.

This is due to having to increase the number of qualified staff on duty while pre-school aged children are in attendance.

- Average number of children attending every day during the Vacation care period for January & April was 25 children. July's average was 21 children , September's average was 24 children and for December 2015 the average was 22 children.



BUDGET

- Expenses -

We upgraded the office computer and printer and purchased craft supplies as required.

- Outstanding fees -

OSHC fees outstanding as at 31st December, 2015 was \$\$2,921.08

Vacation care fees outstanding as at 31st December, 2015 was \$3,708.25, being a total of \$6,629.39.

We still have 3 long outstanding overdue accounts, with one with the Debt collection agency.

- Despite having a high number of outstanding fees and the end of the year. A profit of \$ 8,006.02 was made.

Judy Jones
Director