Blue Gum Montessori School

Annual General Meeting Minutes

Date: Monday, 7th May 2012

Time: 7.30pm

Location: Blue Gum Montessori School Grounds

Attendees: As per signatures contained on AGM Family Sign In Sheet

Apologies: Crouch, Hamer/Long, van Eede/Bunter, Budilestari, Colvin, Bini, Ganda, Gruber, Tng, Hussain, Doak, Rigoli, Pui, Cumper, Wiesner, Mischke, Widjaja, Ardionto, Byleveld/Hogden, Mirco, Hofmeyer

Visitors: Nil

Item No. Discussion

1. Opening and Welcome

The meeting was opened by Chairman, Bill Monaghan at 7.38pm and all were welcomed to the meeting. Leanne Carlton requested the Council Members be introduced to all attendees which was duly done.

2. Apologies

Apologies were received as above

3. Acceptance of Minutes of 2011 AGM

Chairman, Bill Monaghan pointed out an error contained in the 2011 Minutes where the Proposer for Terence Lee as Council member had been omitted. This has been rectified.

In all other respects the minutes are deemed to be correct.

There were no questions arising out of last year's minutes.

Action: Motion to accept 2011 AGM minutes moved by Claudine O'Neill and seconded by Jo Mellick. Motion Carried
4. Questions generated from Annual Report

Chairman, Bill Monaghan stated that the Annual Report recently circulated via email contained all reports with the exception of the Finance Report, which was circulated separately; and the HR Report which is to be provided verbally later in the meeting.

5. Principal's Report

The following questions were received from the floor:

Q. Jeff Kadir queried the low score for spelling on Naplan and asked what actions have been taken to rectify this.

A. Janet replied that a small number of specific phonograms had been identified as the problem with six year olds identified as weaker than the national average in this area. A plan is currently being executed that will ensure the problem does not re-occur.

Q. Renata Diviniacou queried the Satisfaction Survey and whether this was made public.

A. Janet responded by stating that was a poor response to the survey, however, the results were reported to Council. Janet had addressed the points raised in a subsequent Newsletter and has an Action Plan in place.

6. Chairperson's Report

The following question arose from the floor:

Q. Scott Ryan questioned the server crash; what the background on that was, and what steps have been taken to ensure this does not re-occur.

A. Bill Monaghan, Chair, responded that there had been a malfunction with the backup system. The facility was inadequate to cope with the expanded school requirements. An updated server has now been installed and there are now more procedures and checks with regard to back-ups. There is also better management of the server's support and we now have an external IT provider.

7. Treasurer's Report

No questions arising.

The Treasurer did add that Finance Committee is always looking for members so if anyone felt they had skills which could be of assistance, to please come and see him.
8. HR Report

Chair of HR Sub-committee, Terence Lee gave a brief verbal report stating that last year there were quite a few HR changes which is why a written report was presented at the last AGM. However, this year, the only HR activity was with regard to the employment of a Business Manager late last year. Terence further stated that she was performing very well.

9. Election of Parent Council

Chairman, Bill Monaghan advised that three Council members are stepping down. They are; Treasurer, Paul Williamson; General Members, Mark Cox and Shelley Doig. Bill thanked all members for their contributions to Council during their respective times.

Additionally, Bill is stepping down as chair but is standing for election as a General Member.

There were eight nominations for the eight positions. These are:

- Chair – Rheannon Binks
- Deputy-chair – Terence Lee
- Secretary – Nicole van Blommestein
- Treasurer – Jean-Phillipe Clarenc
- Community Life Co-ordinator – Rachel Mirco
- General Members – Bill Monaghan, Jacob Kilcoyne-Betts and David Pietersen.

No further nominations were received from the floor.

**Action:** Council members as described above elected unopposed.

10. Appointment of Auditor

The Business Manager has recommended that the current auditor, Allan King continue.

**Action:** The existing auditors be retained. Carried unanimously.

11. Close

There were no further comments or questions from the floor and the meeting was closed at 7.55pm
Draft Minutes Completed 10 April 2012

Final Minutes Completed

Bill Monaghan
Chairman

Nicole van Blommestein
Secretary