



O'Connor Cooperative School
School Board Minutes
Term 2 Week
2023
3:45pm



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Present

Debbie Lowrey	Principal
Jennifer McGann	Board Chair
Lorenza VanDerKley	Staff Representative
Christie Rankin	Staff Representative
BJ Field	Board Member
Phong Ngo	Board Member
Kirsten Sharman	Minute Secretary/Business Manager
Sally Rose	Community Member

Apologies

Meeting opened

Acknowledgment of Country

Welcome

Code of Conduct / Conflict of Interest

A copy of the Code of Conduct was provided to BJ and Phong who duly signed and returned the document.

Minutes of Previous Meeting

The minutes of the previous meeting held on **16 March 2023** were tabled

Motion: To accept the minutes of the previous meeting

Moved: Seconded:

Business arising from previous minutes

Principal's Report - Debbie Lowrey

Discussion Arising

Teachers Report - Lorenza Van Der Kley

Finance Report

Finance Summary at a Glance March to 2023

	YTD Actual	Full Y-+* ear Budget
Income	(\$36,639)	(\$120,496) (30%)
Expenditure	\$13,568	\$119,746 (11%)
Trust,Grants,Sustainability & Activities	\$5,309	\$25,034 (21%)
Operating Outcome (Surplus)/Deficit	(\$17,762)	24,284 (-73%)

Bank Account Balance	\$380,337 as of 28th February 2023
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Discretionary Income

Significant Areas *under-trending* are:

Ledger	Notes
Hire of Facilities	Term 1 Invoice paid March 2023

Significant Areas *over-trending* are:

Ledger	Notes
Other Revenue	Uniforms currently 100% of Annual Budget

Discretionary Expenditure

Significant Areas *under-trending* are:

Ledger	Notes
Communication	Quarterly billing by Shared Services – Refund of Overpayment in 2022
Utilities	Awaiting billing

Significant Areas *over-trending* are:

Ledger	Notes
Sustainability Accounts	31% of Budget to date due to Electrical Lighting upgrade to LED across the school

Library/Building Trust Fund

Opening Balance	\$4,587
Income	
Expenditure	
Closing Balance	

Motion: To accept the Finance Report as tabled

March 2023 Finance Reports

Moved

Seconded

April 2023 Finance Reports

Moved

Seconded

May 2023 Finance Reports

Moved

Seconded

Accepted

P & C Update

Correspondence In / Out

Correspondence IN Nil

Correspondence OUT Nil

General business

Meeting Closed

Next Meeting to be held

Debbie Lowrey
Principal

Jennifer McGann
Board Chair