Mission Statement

Blackwood Special Schools Outdoor Education Centre Inc. delivers quality adventure based education exclusively to students with special needs, challenging students to enhance their life skills by taking them out of their comfort zones in a safe and supportive environment.

AGENDA

BLACKWOOD COMMITTEE MEETING 2014

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<th>Date:</th>
<th>Thursday 7th May 2015</th>
<th>Location:</th>
<th>Springvale SDS</th>
<th>Time:</th>
<th>4:30pm</th>
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Apologies: John, Peter, Matt, Steve, Kathy
Present: Jill, Wendy, Kate, Judy, Scott, Tony, Luke, Geoff,

Business Arising from the Previous Meeting: Previous Minutes Attached
Paperwork sent out to cancel Incorporation has been lost. Judy has emailed the paperwork again and it may be fast tracked as it was lost. Still going to take time but now in the process.
The paperwork to revoke our status as a charity has been sent by Tony. A form will be sent out where principals enter their own level and amount That of affiliation to be paid.

Correspondence In:- Will be addressed in General Business.
Correspondence Out:- See attached Sheet

BSSOEC Managers Report: A number of new schools are booking after publicity from the opening of the High Ropes Course. Great that so many schools are accessing the camp. Greater population of students with wheelchairs now attending. Camp Manyung are coming to look how the high ropes course works. The Mooroobal Council submission for the wheelchairs was unsuccessful. Very positive article published from the high ropes course opening. Judy indicated to the Assistant Regional Director how disappointed that no department representatives attended.

Tony Moved          Jill Seconded
Imperative Business:-

1. Election of Chairperson for Sub Committee
   Scott as School Council President has called for a chairperson for the following year other than himself. Judy Lonza Nominated. Judy Accepted
   The criteria for part of this sub-committee is to represent a school or life members or FOB. There will be an annual reporting meeting each year at Blackwood open to all schools in February.

2. The Blackwood Situation
   Scott met with ROSA and Nick Pole (Deputy Sec) and the number one agenda item was Blackwood. Indicated that we want Blackwood as a school in its own right with its own SRP. He indicated that having its own SRP is an easier process and Steve is going to submit a business plan for Blackwood to get SRP. ROSA schools are funded by the amount of beds and the number of students they cater for. If we get a SRP the priority will be to be catered. One of the challenges is the sizes of the groups that are going to stay at Blackwood. ROSA has put in a submission for building works and a priority is kitchen and dining area and admin area for Blackwood. Being a member of ROSA is greatly assisting us in this area.
   Department of Education contractors when trying to fireproof the camp in 2010, have removed skylights and replaced them with bushfire proof skylights with zinc on top of galvanized flashing and have rusted through. Tony is getting a quote to repair and Scott rang Tony O’Rouke to get advice and was told after 5 years there is no guarantee.
   Chris Andrews will run through the induction process for contractors with Tony at some stage.

3. Blackwood Accounts
   $104,263.01 currently (without member fees) and around $16,000 in cheque account. High Ropes Shelter still to be paid.
   Commonwealth bank needs to be closed ASAP. Judy and Wendy will arrange.

4. Administration Fees
   Forms will be sent where the Principals of the member schools have to indicate what level they are at and therefore what amount the school must pay for the admin fees for 2015.
   P1 $825
   P2 $1375
   P3 $2000
   P4 $2750

A destination for exploration
Alpine & Cheviot Rides

Congratulations on both rides. Cheviot ride based on Alpine ride and seemed to work really well. Few changes to be made with ride distances each day on unmade paths. Tony believes December would work well for this ride. Would need to be the week after the Golf Day which would put the Blackwood staff under pressure but believe this timing would be better. This will be scheduled in for 2016. It was also suggested limiting the number of school to 10. Tony went to Anaconda at Ballarat and we are able to purchase a bulk lot of stationary bike trainers. They retail at $150 but we can get them for $75 each which Tony will promote with the Super Ride applications. We will make no money from the sales and schools will need to pay for them before they are purchased.

Tony Moved                 Kate Seconded

Minister for Education – James Merlino

We need to formally invite him to open the Super Ride and hopefully he will have time to look at the facilities while he is there. Tony has drafted an invitation which there are a few minor changes to and it will then be sent to him.

High Ropes Course & Shelter

The shelter has now been completed and looks fantastic. The sides and back are however quite exposed to the weather and the wind. Tony has suggested these 3 sides be lined with polycarbonate sheeting. The quote he has obtained is for $1140. Please go ahead and arrange this to be completed.

There has also been a shelf constructed for the equipment boxes for the High Ropes free of charge to free up the ramp for the wheelchairs.

Kate Moved                 Scott Seconded

Work Experience Student

A student from Sunbury will be working at Blackwood 25th – 29th May 2015. He will be helping to set up and run the activities.

Tent Shelter

Hand Rail in the Toilets are needed and the sub-committee is happy for this to go ahead.

Tony Moved                 Scott Seconded

New OzTent RV 5 Tents. These were budgeted for in the 2015 budget under planned maintenance so ok to be purchased.

Stretchers to be put in the budget for 2016.
Significant Business:-

Variety Application – submission for a new car. Tony was initially informed that this was not possible, however in January he was told that it has been reconsidered. There has been 100% approval from Variety if they can find the funding. If this occurs we will keep both vehicles and use the old ute for property maintenance & expedition support etc. Wendy will transfer the current ute into Frankston SDS name.

Western Bulldogs - Scouts are about open a raffle to schools and Western Bulldogs may allow us to sell tickets at Etihad Stadium at a couple of games.

Warringa Park VCAL Students have been working at Blackwood each Wednesday and have done lots of work to assist in making the grounds look good. Tony would like to take the boys out at the end of term to thank them for all their hard work eg rock climbing and lunch.

High Ropes Web Page has been created by Tony & Luke and Tony would like to re-create the Activity & Bike Ride Webpages to look like the High Ropes Webpage. Next will be the Cheviot Ride. Tony would also like to purchase a Go Pro to avoid Luke using his personal one all the time.

Accreditation Inspection for the full site will occur tomorrow

Property Insurance Policy is up for renewal. Do we still need to have it? Wendy and Scott to investigate with Steve as well as our Association and Volunteers Insurance. We won’t need the later two but will need to establish a volunteers register for them to sign in and out of.

Scott, Tony, Luke and Wendy would like to attend the ROSA Conference June 10-12th. Chris Cook would replace the Blackwood staff from the Tuesday to enable him to learn the High Ropes Course.

Next Meeting 25th June at Springvale Park 4.30pm