



Mount Eliza
Secondary College

**MOUNT ELIZA SECONDARY COLLEGE
MINUTES
MEETING 413
THURSDAY 16 AUGUST 2018
7PM**

	Parent Members		DET Employee Members		Co-opted members
1	Lisa Massey (President)	1	Angela Pollard		Jim Crawshaw
2	Donna Bragg (Vice President)	2	Kevin Hunter		
3	Jodie Smith (Treasurer)	3	Marcia Claringbold		
4	Erin Blaney	4	Amanda Barrett		
5	Rick Dixon				
6	Lisa Ingerton				
7	Greg Cunnington				
8	Andrew Gill				
9	Simon Rickard				
10	Nick Moses				
Council Support – the following people will also attend Council meetings					
Gavan McCabe - Assistant Principal Danielle Vaughan – Assistant Principal		Brenda Barker – Business Manager		Heather Hiam – Minute Secretary	
Student Members		Poppy Rich		Callum Mann	

Present: Donna Bragg, Nick Moses, Lisa Ingerton, Rick Dixon, Greg Cunnington, Simon Rickard, Angela Pollard, Poppy Rich, Marcia Claringbold, Jim Crawshaw, Kevin Hunter, Danielle Vaughan

Apologies: Lisa Massey, Andrew Gill, Callum Mann, Jodie Smith, Erin Blaney, Amanda Barrett, Heather Hiam

Motion 413.1

“That the minutes of the 412th College Council Meeting held on Thursday 19 July 2018 be accepted as a true and accurate record”

Moved: Marcia Claringbold

Seconded: Greg Cunnington

Carried:

CORRESPONDENCE INWARD

DET

1.		
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CORRESPONDENCE OUTWARDS

1.		
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Business Arising

Motion 413.2

“That the Outwards Correspondence be approved and the Inwards Correspondence be received”.

Moved:

Seconded:

Carried:

1. STUDENT LEADERSHIP REPORT – No Report

Motion 413.3

“That the Student Leadership Report be accepted by College Council”.

Moved:

Seconded:

Carried

2. PRINCIPAL’S REPORT– As Presented

Course Counselling

- The focus this year took a slightly different approach using this format as a reporting and feedback opportunity as well as course counselling.
- Students without course counselling will be allocated a course. There has been numerous opportunities for student and families to engage.

Student Led Conferences

- Feedback from school council last year was course counselling and conferences were an overload hence this approach.
- Some feedback that perhaps this is hard not being able to have conversations with all teachers via course counselling but understand this opportunity exists throughout the year.
- Should we keep it the same? – Parents getting here by 6pm? – later is better and time extended to 10 minutes.
- Angela Pollard communicating the workload issues for teachers and workload agreements.
- Parents perhaps should organise another time if they need to speak longer than the 7 minutes.
- Think about a “drip approach” to breaks.

Strategic Review

- Report is based on data and information gathered from school council, teachers and students. We also have all policies included.

Validation Day

- Look at all of this so that the panel can see what we have been working on including classroom visits.

PP Days

- Has been a positive experience with professional growth and outcomes ready for 2019; some of these have already been implemented.

Marketing and Development

- The community have noticed the changes – (planting)

Motion 413.4

“That the Principal’s Reports be accepted by College Council”.

Moved: Greg Cunnington

Seconded: Poppy Rich

Carried

3. FINANCE REPORT- As Presented

Levy Collection – improved by 29%

- Electives 89%
- 70% College Requested Items
- 82% on Average.

Cleaning Reform

- Government took over cleaning contracts resulting in 2-3 big companies winning the tender. We have been lucky retaining our current cleaning crew.

Furniture

- Gradually replacing furniture, most has been inappropriate sized furniture and standardising furniture.

Motion 413.5

“That the financial statements be received and reviewed against budget and that School Council approves payments made from the official account during July 2018.

Moved: Kevin Hunter

Seconded: Jim Crawshaw

Carried

Motion: 413.6

That the Finance Committee Report be accepted as a true and accurate record of our financial position as at 30/07/18 and all payments are made in accordance with DET guidelines.

Moved: Kevin Hunter

Seconded: Jim Crawshaw

Carried

4. BUILDING & GROUNDS UPDATE- As Presented

- Working Bee Wednesday preceding production, tree branches near Banksia Hall in particular will be cleared prior to event.
- Fix drainage flow beside stairs – short term solution is to place a sleeper in this area and push the dirt back as a temporary measure until the drainage can be fixed by the plumber.
- Donna has fairy lights to install.
- Planks of wood on path out the front cannot be removed as it is concreted in – going to put rocks and plants around this area.
- Senior school toilets sewerage damage is now in the hands of insurance – we are hoping for new carpet.

Motion 413.7

That the Building and Grounds Report be accepted by College Council”.

Moved: Rick Dixon

Seconded: Lisa Ingerton

Carried

5a. COUNCIL APPROVED EXCURSIONS /CAMPS /EVENTS

Motion 413.8

“That College Council approve the excursions/camps/events etc as listed, as appropriate and within budget”.

Moved:

Seconded:

5b. SOCIAL FUNCTIONS REQUIRING APPROVAL BY SCHOOL COUNCIL

- Girls Night – VCAL students running an evening 13th September to meet outcomes.
- Do school council want to provide support? Tea/Coffee/ please let Angela know.

Motion 413.9

“That College Council approve the social functions as listed”.

Moved: Marcia Claringbold

Seconded: Poppy Rich

Carried

5. INTERNATIONAL REPORT – As Presented

- Slide show presented to council.
- 33 – International students- 2 future enrolments.
- 1 Russian student in Year 7.
- 1 Exchange student in Year 10 from France.
- Students have participated in the Great Ocean Road Camp, NT Trip.
- Study tour group of 10 students from Baoding China- joined in English classes and paired with Year 7 & 8 buddies. Local trips to Aquarium, Puffing Billy and the beach has been a great success.

Motion 413.10

“That the minutes of the International Report be accepted by College Council”.

Moved: Kevin Hunter

Seconded: Greg Cunnington

Carried

**6. GENERAL BUSINESS:
Business Arising**

- **Music Program** – Instruments were assessed by AUSWINDS – report sent to council by Donna Bragg.
- Purpose is to see if a school band is viable, we could use the local community junior bands to learn.
- **Rotary Report** –Congratulations to our Integration Aide Kym de Wit who was awarded for the work she does with young people.
- Rotary has donated 2 hampers for students that are young carers.
- Ripen Camp is coming up soon – 2 students will be attending from our College.
- **HPV** – Rotary to sponsor \$1,000 with future donations on the way.
- **HPV** presentation at Rotary – Students were brilliant.
- Report of suspicious transaction from ANZ when paying a transaction via COMPASS.

Policies & Proformas	Date approved

MEETING CLOSED:

NEXT MEETING OF COLLEGE COUNCIL: Thursday 19 September 7pm