



Mount Eliza
Secondary College

**MOUNT ELIZA SECONDARY COLLEGE
MINUTES
MEETING 410
THURSDAY 17 MAY 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: Lisa Massey, Andrew, Gill, Lisa Ingerton, Kevin Hunter, Nick Moses, Rick Dixon, Angela Pollard, Danielle Vaughan, Gavan McCabe, Jim Crawshaw, Marcia Claringbold, Poppy Rich, Callum Mann

Apologies: Donna Bragg, Jodie Smith, Erin Blaney, Amanda Barrett, Greg Cunnington

Motion 410.1

“That the minutes of the 409th College Council Meeting held on Thursday 22 March 2018 be accepted as a true and accurate record”

Moved: Jim Crawshaw

Seconded: Andrew Gill

Carried:

CORRESPONDENCE INWARD

DET

1.	DET	Same Day Notification of Unexplained Student Absences
2.		Fact Sheet for Parents

CORRESPONDENCE OUTWARDS

1.	Call for nominations/ballot Student Council Representatives	
2.	Email to school council members	Request for Student Free Day – Friday May 25 -2018

Business Arising

- Unexplained absences - Overall average 12 days per year.
- Student Free Day confirmed Friday 25 May 2018.

Motion 410.2

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

Moved: Jim Crawshaw

Seconded: Andrew Gill

Carried:

1. STUDENT LEADERSHIP REPORT – As Presented

- From 2018, all Victorian Government schools will have a mandated student membership category. The Department has increased the constituting order for two student representatives. As the number of candidates exceeded the number of vacancies, a ballot was held for the student body to vote. Congratulations to Poppy Rich and Callum Mann on their appointment as student representatives for 2018. Candidates Jasper Clorley and Amelia Gill are to be congratulated on their submissions.
- Student representatives will present a report from feedback they receive from the student leadership group.
- Other students will be welcome to present at council to ensure student voice is a priority.

Motion 410.3

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

Moved: Jim Crawshaw

Seconded: Andrew Gill

Carried

2. PRINCIPAL'S REPORT– As Presented

- Athletics Carnival & Cross Country sports held at the College for the first time as part of the approach to build school pride and community. The rate of student participation increased as well as a sense of house pride.
- Special thanks to Simon Rickard for his time, effort and support without which athletics day could not have gone ahead.
- School Production – using Banksia Hall instead of hiring out other venues saving not only dollars but promotes using our own facilities.
- Pre enrolment Information 2019 –We have received very positive feedback about our approach to these nights following our pattern whereby students play a key role in conveying information to prospective parents. By presenting honest and accurate information and accentuating our point of difference is something that we will continue to do. Thank you to Lisa and Andrew for representing school council and to those members of council that attended School Finance training on the same night.
- Grade 6 student preference forms were due back to primary schools on 10 May.
- We are currently fine-tuning our structure for 2019, which will reflect the full implementation of the IB Program and is likely to result in two sub structures – 7-9, and 10-12. The junior school will be based on the IB approach and the 10-12 will be Pathways/senior program.
- Challenges that we do face with students is managing technology appropriately as a resource and only used for a valid purpose. The IB program philosophy encourages problem solving so we will capitalise on this positive as part of our strategies. The key element is listening to and acting on feedback from our students.
- Anzac Day Service at the College was student lead and organised, proud to be principal with such a respectful and appreciate audience.
- Thank you to Marcia who accompanied Amelia Gill and Abbey Bradley who spoke confidently and with pride at the Mount Eliza service and those who attended the Morningson service and marched with our school group.
- Parent Information Evenings and course counselling are planned for later this term.
- School Strategic Review is due in term three the process will involve two official days with an external reviewer. We are currently working on our self- evaluation, considering data and running focus groups with students. School council will be involved in this process.
- Recognition to Gavan McCabe for recently completing his Principal internship at Sorrento Primary School.
- Angela has recently mentored Lyndal Yardas from Hallam Secondary College and has been selected again to mentor another intern undertaking the Bastow Principal Training Program.
- Feedback from council that we should be celebrating and promoting through the press/Facebook the many accomplishments and opportunities that students have at the College.
- Angela will be in China for the last 2 weeks of term recruiting for International students

Motion 410.4

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

Moved: Kevin Hunter

Seconded: Andrew Gill

Carried

3. FINANCE REPORT- As Presented

- Parent payment – collection levies 86%
- 63% College requested items – voluntary
- Average 74%
- Expenditure is on track

Motion 410.5

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

Moved: Jim Crawshaw

Seconded: Marcia Claringbold

Carried

Motion: 410.6

That the Finance Committee Report be accepted as a true and accurate record of our financial position as at 30/04/18 and all payments are made in accordance with DET guidelines

Moved: Jim Crawshaw

Seconded: Marcia Claringbold

Carried

4. BUILDING & GROUNDS UPDATE- As Presented

- Portable buildings at the front of the school have been relocated.
- Confirmation of funding for roof works.
- Hockey Proposal - Frankston Hockey Club have to move from their current location at Monash in 2/12 years, we have put our hand up to have the Club use our land, this would be a 3-4 million-dollar proposition. Angela will be attending a meeting early next week.

Motion 410.7

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

Moved: Marcia Claringbold

Seconded: Kevin Hunter

Carried

5a. COUNCIL APPROVED EXCURSIONS /CAMPS /EVENTS

- Year 10 camp cancelled due to lack of numbers; in this case, the period was short and did not allow parents to plan for cost. Plans are to include the camp costs in PACE levies to allow for budgeting.
- Discussed that we do need to offer information nights for prospective camps to encourage greater student participation.

Motion 410.8

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

Moved: Marcia Claringbold

Seconded: Kevin Hunter

Carried

5b. SOCIAL FUNCTIONS REQUIRING APPROVAL BY SCHOOL COUNCIL – Nil

Motion 410.9

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

Moved:

Seconded

Carried

5. INTERNATIONAL REPORT – As Presented

- 29 International students mainly from China, we are expecting 3 new students to arrive at the start of Term 3.
- We currently have 5 exchange students from our sister school in Naples due to depart on 16 June.
- Angela will be travelling to China to participate in the International Education Divisions Vic Govt School Roadshow in June. This is primarily to recruit new students.
- As 2018 is MESC year of review our Student Exchange Licence and International Student Program accreditation (VRQA) is now under review. Work is being completed reviewing policies and gathering evidence to enable us to continue this valuable program.

Motion 410.10

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

Moved: Kevin Hunter

Seconded: Lisa Massey

Carried

**7. GENERAL BUSINESS:
Business Arising**

- Two students will attend MUNA Camp this weekend at Phillips Island- thank you to Rotary for sponsoring our students.
- Discussion on how we can utilise skills and experiences of our parents and community for inspiring talks / seminars for students. (Or Parent / Student evening). Strategies suggested include holding an information evening to address parents and liaising with Leanne Paterson our Careers Practitioner.

Policies & Proformas	Date approved

MEETING CLOSED: 8.40pm

NEXT MEETING OF COLLEGE COUNCIL: Thursday 7 June 2018 - 7pm