



Mount Eliza  
Secondary College

**MOUNT ELIZA SECONDARY COLLEGE  
MINUTES  
MEETING 414  
THURSDAY 20 SEPTEMBER 2018  
7PM**

	<b>Parent Members</b>		<b>DET Employee Members</b>		<b>Co-opted members</b>
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				
<b>Council Support</b> – the following people will also attend Council meetings					
Gavan McCabe - Assistant Principal Danielle Vaughan – Assistant Principal		Brenda Barker – Business Manager		Heather Hiam – Minute Secretary	
<b>Student Members</b>		Poppy Rich		Callum Mann	

**Present:** Lisa Massey, Andrew Gill, Marcia Claringbold, Greg Cunnington, Jodie Smith, Nick Moses, Danielle Vaughan, Angela Pollard, Gavan McCabe, Donna Bragg, Kevin Hunter, Jim Crawshaw, Rick Dixon, Amanda Barrett

**Apologies:** Lisa Ingerton, Simon Rickard, Erin Blaney,

**Motion 414.1**

*“That the minutes of the 413th College Council Meeting held on Thursday 16 August 2018 be accepted as a true and accurate record”*

**Moved:** Jim Crawshaw

**Seconded:** Kevin Hunter

**Carried**

**CORRESPONDENCE INWARD**

**DET**

1.	DET	NAPLAN 2018 Results – Secondary Schools
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**CORRESPONDENCE OUTWARDS**

1.		
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**Business Arising**

**Motion 414.2**

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

**Moved:**

**Seconded:**

**Carried:**

**STUDENT LEADERSHIP REPORT – As Presented**

- Aspirant Leaders Day – 70 grade five students attended from our local primary schools. They were engaged in a range of activities run by our own student leaders. This is almost three times the number of students who have attended previously, we could not accept all students as we were at capacity. We will run another Aspirant Leaders day for those students that missed out next term.
- Student’s feedback that they were all well supported and they loved how the students ran it.
- Overall students rated us 8.5 out of 10.
- 100% answering yes to recommendations that they would do the program next year.
- Negative feedback - Toilet – main issue- smell and cleanliness and that the school looks run down and dirty.
- Identified that the Gym toilets were used on this day and should have been inspected before the event. Noted this is an area that requires further attention. BBR does meet with cleaners before events however something has fallen down in this process. Feedback taken on board and will ensure this is not repeated.
- Callum Mann and Carolyn Van der Bijl recently attended a student parliament convention at parliament house in the city. Callum spoke in front of the convention with a group of very prestigious schools. The only other government schools participating were McKinnon and Frankston HS and the rest were private schools. It is an impressive achievement for both Callum and Carolyn especially considering the majority of students were year 11s. Thank you to our teachers that helped them prepare for the event.

**Motion 414.3**

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

**Moved:** Andrew Gill

**Seconded:** Jodie Smith

**Carried**

## 1. PRINCIPAL'S REPORT– As Presented

### School Strategic Review

- Process involved Validation Day, one Fieldwork Day, one Parent Forum event and the Final Day. Over those three days the review panel considered the extensive Pre-Review Self-Evaluation document, visited classrooms and met with students, leaders, teachers and parents seeking feedback regarding the college.
  - The overall impression was that our students are well engaged in their learning, have positive relationships with teacher's and are very well supported through a broad range of opportunities and structures.
  - Parents reported that they are very happy with what we are doing as a school.
  - Student voice excellent we have much more involvement with students.
  - Pleased with the whole review process – validates our process into the future.
  - The focus will now be on 3 goal areas, specific targets have been set for the next 12 months:-
- **GOAL 1**
  - *Student learning*
  - Improve the student learning growth and outcomes for all students.
  - **GOAL 2**
  - *Teacher practice*
  - Provide a strategically developed, rich learning environment to maximise student outcomes.
  - **GOAL 3**
  - *Student voice and agency*
  - Enhance opportunities for student voice and learner agency to maximise student engagement
- **Year 7 enrolments** – 105 mainstream – 9 Steiner.
  - **Staffing** - Three new external appointments have been made – 2 Leading Teachers/1 - Learning Specialist to commence in 2019. Leading Teacher/Specialist role is to work with other teachers and allow other teachers to watch their practice by leading by example.
  - **Production** - Addams family – congratulations to all students, acknowledgment that students are involved in the whole process, sound, lighting, set design, choreography.
  - **Student Free Day proposal** – request approval – Friday 2 November and Monday 5 November – the day before Cup Day - least impact on students
  - **IB Consultation** visit is booked for the first week back of Term 4 to see where we are at.

#### **Motion 414.4**

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

**Moved: Greg Cunningham**

**Seconded: Donna Bragg**

**Carried**

#### **Motion: 414.5**

*“That school council approve Student Free Days – Friday 2 November and Monday 5 November 2018”*

**Moved: Andrew Gill**

**Seconded: Jim Crawshaw**

**Carried**

## 2. FINANCE REPORT- As Presented

- Parent payments -Year 7 2019 – 83%
- Years 10 – 65%
- Parents are not paying the college requested items, suggested that we send out the same letter as last year that outlines how we are funded by the Government and the impact on students when the requested levies are not paid. Suggested that we rename college requested items to college items.

#### **Motion 414.6**

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

**Moved: Kevin Hunter**

**Seconded: Jim Crawshaw**

**Carried**

#### **Motion: 414.7**

*That the Finance Committee Report be accepted as a true and accurate record of our financial position as at 31/08/18 and all payments are made in accordance with DET guidelines.*

**Moved: Kevin**

**Seconded: Jim Crawshaw**

**Carried**

## 3. BUILDING & GROUNDS UPDATE- As Presented

- Walk around the College for the next meeting
- Investigate LED lighting

#### **Motion 414.8**

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

**Moved:**

**Seconded:**

**Carried**

**5a. COUNCIL APPROVED EXCURSIONS /CAMPS /EVENTS**

- Rustic Pathways - The Thailand Service Challenge – Year 9-10 – 23 June 2019 - 13 July 2019

**Motion 414.9**

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

**Moved: Jim Crawshaw**

**Seconded: Greg Cunningham**

**Carried**

**5b. SOCIAL FUNCTIONS REQUIRING APPROVAL BY SCHOOL COUNCIL**

- Year 11 Social – Thursday 18 October 2018 – Langwarrin Community Hall – 7pm-10pm

**Motion 414.10**

*"That College Council approve the social functions as listed".*

**Moved: Kevin Hunter**

**Seconded: Jodie Smith**

**Carried**

**4. INTERNATIONAL REPORT – As Presented**

- 2 new students are expected to arrive at the start of Term 4.
- 3 Students are currently on exchange in Naples "Italy" and are settling in well.

**Motion 414.11**

*"That the minutes of the International Report be accepted by College Council".*

**Moved: Andrew Gill**

**Seconded: Jim Crawshaw**

**Carried**

**6. GENERAL BUSINESS:**

**Business Arising**

- Mobile phone policy – we need to take the step not to allow them in classrooms; the current policy is not working. Student’s phones are vibrating in pockets and are a constant distraction. Proposal that students have to keep them in their lockers and ban them from the classroom. A consultation process will include the community and students to give them the opportunity to state their views. The aim would be to introduce this policy next term for commencement at Jumpstart.
- Suggested that we should invite parents to school council to give them the opportunity to learn how schools run, eg funding etc.
- Music instruments AUSWINDS has completed an assessment on our woodwind/ brass instruments on a voluntary basis. The cost for service and repairs is \$3,824; we will consider this in our 2019 budget depending on student interest. A letter of thanks will be sent from council.

Policies & Proformas	Date approved

**MEETING CLOSED: 9.06 pm**

**NEXT MEETING OF COLLEGE COUNCIL: Thursday 15 November 6.30pm**