

# COLLEGE COUNCIL MEETING MINUTES Tuesday 18 February 2025 at 6:00 pm (Conference room)

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#### **COUNCIL MEMBERS:**

Andrew McNeil, Stace Kerr, Allira Howe, Mary Eade, Conor Sheehan, David Barnes, Glenn Bartlett, James Chan, Luke Day-Smith, Katherine Harding, Tehmi Harding, Martina Johnson, Victoria O'Brien, Charlotte Chua, Ryan Li, Kyara Li Yuen Fong, Jai Reddy, Chloe Shi

Minutes: Gill Ross

#### **ACKNOWLEDGEMENT OF COUNTRY**

APOLOGIES: Andrew McNeil, Allira Howe, Mary Eade, Martina Johnson, Charlotte Chua, Jai Reddy, Chloe Shi

#### **ACCEPTANCE OF PREVIOUS MINUTES**

Motion: That College Council approve that the previous minutes dated 10 December 2024 as presented are an

accurate record of business

Moved: Conor Sheehan Seconded: Ryan Li Accepted

## **BUSINESS ARISING FROM PREVIOUS MINUTES**

# **COMMITTEE REPORTS**

**Principal's report** (including International Students Program), tabled and presented by Conor Sheehan
-IED has invited Andrew McNeil and Tracey Song to promote the International Students Program to Japan and Korea.
They have also been invited to a recruitment tour to China later in the year

-AIP tabled

Parent question relating to the College's ability to increase % study scores of 40 above 10% given we lose high ability students to selective schools in Year 9 - suggestion to start the year with a PR/communication program to students/families around the benefits of staying in a local school

Additional question on the current status/benefits of student data analysis programs

-Conflict of Interest Management Plan for Andrew McNeil, as tabled

Student Leadership – circulated via email and presented by Ryan Li and Charlotte Chua

Uniform - no meeting

Finance – circulated via email and presented by Conor Sheehan and Stace Kerr

Financial statements, school budget management report, investment report and Business Manager's report: circulated, as presented

**Motion:** That College Council approve the financial statements for December and January, the school budget management report, investment report and the Business Manager's report, including revisions to budgets as presented

Moved: David Barnes Seconded: Conor Sheehan Accepted

## Official orders and authority to conduct other business:

Motion: That College Council approve that staff authorised to sign official orders and conduct business on behalf of Koonung Secondary College are Stace Kerr (Business Manager) and Bree White (Assistant Business Manager)

Moved: Katherine Harding

Seconded: Vittoria O'Brien

Accepted

2024 financial commitment summary: tabled

Motion: That College Council ratify the 2024 financial commitment summary as presented

Moved: David Barnes Seconded: James Chan Accepted

# 2024 Balance day adjustments (BDAs):

Motion: That College Council accept the balance day adjustment Journals pertaining to revenue received in advance

and prepaid expenditure as presented

Moved: James Chan Seconded: Vittoria O'Brien Accepted

# Additional corporate card:

Motion: That College Council approve that substantive Assistant Principal, Allira Howe, be issued with a corporate

card with a maximum expenditure of \$5,000

Moved: Vittoria O'Brien Seconded: Glenn Bartlett Accepted

## Facilities and Sustainability - no meeting

PFA – minutes circulated via email and presented by Vittoria O'Brien

## **ACCEPTANCE OF COMMITTEE REPORTS**

*Motion:* That College Council accepts all of the above committee reports

Moved: Conor Sheehan Seconded: Glenn Bartlett Accepted

#### **CORRESPONDENCE**

In/Out: Notice of resignation from Andrew Achterbosch and responding letter of thanks

### **EXCURSIONS AND ACTIVITIES** – emailed and presented by Conor Sheehan

-College musical (31 July- 3 August, 7-9 August) and rehearsal dates as tabled

Motion: That College Council approve the dates presented for the College musical and rehearsals

Moved: Conor Sheehan Seconded: Vittoria O'Brien Accepted

#### -2025 Ski Camp

The camp is scheduled for Tuesday 12 August to Friday 15 August 2025 at Alpine Retreat, Mount Buller.

Motion: That College Council provisionally approve the 2025 Ski Camp

Moved: James Chan Seconded: Vittoria O'Brien Accepted

-International space camp proposal - 2026

Motion: That College Council provisionally approve that planning can proceed for the International Space Camp

(Term 3, 2026) as presented

Moved: James Chan Seconded: Vittoria O'Brien Accepted

## **CHILD SAFETY**

We continue to be mindful and proactive of the safety and the wellbeing of our students and staff at Koonung -Traffic issues increased significantly on Box Hill Crescent. Stace advised that the Department of Transport will complete another survey in April.

Action: Newsletter reminder and newsfeed to be sent to Koonung families

**OHS** – nothing to report

**GENERAL BUSINESS -**

NEXT MEETING – 25 March 2025 Meeting closed at 7:10pm

Accepted as correct:
Martina Johnson
College Council President
Data
Date: