



KOONUNG Secondary College

COLLEGE COUNCIL MEETING MINUTES

Tuesday 18 June 2024 at 6:00 pm (Conference room)

COUNCIL MEMBERS:

Andrew McNeil, Sandra Greenhill, Stacey Kerr, Allira Howe, Mary Eade, Conor Sheehan, Andrew Achterbosch, David Barnes, Glenn Bartlett, James Chan, Katherine Harding, Martina Johnson, Victoria O'Brien, Charlotte Chua, Ryan Li, Jai Reddy, Chloe Shi
Minutes: Gill Ross

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES: Mary Eade, Jai Reddy

ACCEPTANCE OF PREVIOUS MINUTES

Motion: That College Council approve that the previous minutes dated 21 May 2024 as presented are an accurate record of business

Moved: Conor Sheehan

Seconded: James Chan

Accepted

BUSINESS ARISING FROM PREVIOUS MINUTES

COMMITTEE REPORTS

Principal's report (including International Student Program), tabled and presented by Andrew McNeil

The following policies were circulated via email and tabled for discussion:

- Child Safety and Wellbeing Policy
- Child Safety Code of Conduct Policy
- Child Safety Reporting Obligations Policy and Procedures
- Child Safe Standards Risk Register
- Visitors Policy
- Volunteers Policy

Statement of Values and School Policy

-Council members requested to provide feedback on what they believe our values, vision and mission statements should be, that is, what is the key purpose of education for their child during their time at Koonung.

Student Leadership – circulated via email and presented by Chloe Shi. Additional report provided by student representatives, Charlotte Chua and Ryan Li

Uniform – circulated via email and presented by Allira Howe

Finance – circulated via email and presented by Conor Sheehan

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 May, the school budget management report, investment report and the Business Manager's report, including revisions to budgets as presented

Moved: James Chan

Seconded: Vittoria O'Brien

Accepted

CCTV installation:

Proposed motion: That College Council engage approved DE contractor, Sectight, to install CCTV around the College grounds (quoted cost is \$40,682)

Moved: Martina Johnson

Seconded: James Chan

Accepted

2024 Acceptable Use Procedures (AUP) review:

The final report was received from DE. An AUP detailed report for exceptions and management comments was circulated via email. Thank you to the finance and admin team who do such a great job of ensuring our compliance with DE policy

Motion: That College Council approve the AUP report and subsequent actions (as noted in the tabled spreadsheet)

Moved: Katherine Harding

Seconded: Vittoria O'Brien

Accepted

2025 proposed voluntary contributions:

2025 proposed voluntary contributions as circulated via email

Motion: That College Council approve the proposed 2025 voluntary contributions as presented

Moved: Vittoria O'Brien

Seconded: Glenn Bartlett

Accepted

Facilities and Sustainability – no meeting

PFA – 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: Sandra Greenhill

Seconded: David Barnes

Accepted

CORRESPONDENCE

In:

-Email from IED re sister school arrangements

Out:

EXCURSIONS AND ACTIVITIES – presented by Sandra Greenhill

- Space Camp 2024

College Council gave provisional approval in June last year for the 2024 Space Camp. The Risk Register and Emergency Management Plan, as well as the Latitude Group Travel Risk Assessment and Travel Schedules are now complete.

Motion: That College Council provide final approval for the 2024 Space Camp as presented

Moved: Andrew Achterbosch

Seconded: Katherine Harding

Accepted

CHILD SAFETY

We continue to be mindful and proactive of the safety and the wellbeing of our students and staff at Koonung.

OHS

Deteriorating bitumen on old tennis courts (currently staff carpark). Stace Kerr will be obtaining quotes to attend to this.

GENERAL BUSINESS –

-Year 9 Morrisby profiling, results available week 2, Term 3

Subject selection form requires clarification

-Andrew Achterbosch and David Barnes volunteered to join Finance Committee

NEXT MEETING – 20 August 2024

Meeting closed at 7:30 pm

Accepted as correct:

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Martina Johnson
College Council President

Date: