



KOONUNG Secondary College

COLLEGE COUNCIL MEETING MINUTES

Tuesday 19 November 2024 at 6:00 pm (Conference room)

COUNCIL MEMBERS:

Andrew McNeil, Sandra Greenhill, Stace 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, Elly Stewart
Minutes: Gill Ross

ACKNOWLEDGEMENT OF COUNTRY

APOLOGIES: Sandra Greenhill, Katherine Harding, Martina Johnson, Stace Kerr, Vittoria O'Brien, Jai Reddy, Chloe Shi

The meeting commenced without a quorum. It was decided to proceed and any motions will need to be ratified after the meeting. A quorum was achieved by 6:10pm

ACCEPTANCE OF PREVIOUS MINUTES

Motion: That College Council approve that the previous minutes dated 22 October 2024 as presented are an accurate record of business

Moved: James Chan

Seconded: Conor Sheehan

Accepted

BUSINESS ARISING FROM PREVIOUS MINUTES

COMMITTEE REPORTS

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

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

Uniform – no meeting

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

Moved: David Barnes

Seconded: Glenn Bartlett

Accepted

Policies:

-Cash handling policy, school purchasing card policy and register – no change

-Electronic funds management policy (and EFTPOS user register) – no change

Motion: That College Council approve and endorse the cash handling policy, school purchasing card policy (and register) and the electronic funds management policy (and EFTPOS user register) as presented

Moved: James Chan

Seconded: Glenn Bartlett

Accepted

Facilities and Sustainability – no meeting

PFA – no meeting

ACCEPTANCE OF COMMITTEE REPORTS

Motion: That College Council accepts all of the above committee reports
Moved: Conor Sheehan *Seconded:* David Barnes **Accepted**

CORRESPONDENCE

In:
-Email from IED to advise DFAT notification process completed for foreign arrangement with Dalian Lvshun Senior High School, China
-Letter from IED re accreditation for Level 2 International Student Program
-Email from Ashley Lodder, Eastern Freeway – Burke to Tram Alliance

EXCURSIONS AND ACTIVITIES – presented by Conor Sheehan

-Year 7 Transition Camp
The camp is scheduled for 17-19 February 2025 at Alexandra Adventure Resort
Motion: That College Council approve the 2025 Year 7 Transition Camp as presented
Moved: James Chan *Seconded:* Ryan Li **Accepted**

CHILD SAFETY

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

OHS – nothing to report

GENERAL BUSINESS –

-Request to serve alcohol at school events (staff breakup function 20 December, possible retirement function 12 December)
Motion: That College Council approve the serving of alcohol at the abovementioned events given no students will be present at the event
Moved: David Barnes *Seconded:* Glenn Bartlett **Accepted**

-Proposed 2025 student free days and professional practice days in 2025

All Victorian Government schools are to schedule 5 student free days per year, as well as a common professional practice day. The dates for 2025 are:

- Tuesday 28 January (Statewide Curriculum Day)
- Thursday 8 May (Curriculum and Professional Learning)
- Tuesday 17 June (Report Writing Day)
- Friday 8 August (Curriculum and Professional Learning)
- Thursday 11 September (Common Professional Practice Day)
- Tuesday 28 October (Curriculum Planning Day)

Motion: That College Council approve the proposed 2025 student free days as presented
Moved: Andrew Achterbosch *Seconded:* James Chan **Accepted**

NEXT MEETING – 10 December 2024, a brief meeting at the College followed by a breakup dinner at Dumpling King

Meeting closed at 6:53 pm

Accepted as correct:

.....

Martina Johnson

College Council President

Date: