



# Sunbury College

## School Council Minutes

### 19<sup>th</sup> March 2009

	<b>ACTION</b>
<b>1.0 PRESENT:</b> Rhonda Richards, Peter Hendrickson, Alan Darcy, Leigh Johnson, David Prewer, Vickie Cassar, Helen Vosti, Leanne Delivera, Robyn Axton, Margaret Bates, Dylan Ward, Rebecca McAliece, Glenys Warne	
<b>2.0 APOLOGIES:</b> Anastasia Stepanovic, Luke Mandouit	
<b>3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> <i>Moved: Leanne Delivera</i> <i>Seconded: Leigh Johnson</i> <i>Carried</i>	
<b>4.0 BUSINESS ARISING FROM MINUTES:</b>	
<b>5.0 CORRESPONDENCE</b> <ul style="list-style-type: none"><li>➤ VICCSO – request to join.</li><li>➤ Learning Plan for each aboriginal child (12 at Sunbury College)</li><li>➤ Training for School Council Members April, May and June</li><li>➤ Govt spending \$14.7 Billion on schools over the next 3 years</li><li>➤ Every school will receive \$200,000.</li><li>➤ Accident Insurance – parents can pay \$29.00 for their child or school pays \$10,000.</li><li>➤ School Excursions – must be listed on website.</li><li>➤ Year 10 Bogong Camp cancelled due to fires.</li><li>➤ Education Tax Refund – note in newsletter.</li><li>➤ Retiring Councillors – Robyn Butler recognition award for over 5 years service.</li><li>➤ Policy for Visitors to Schools.</li></ul>	
<b>5.1 MOTION TO ACCEPT INWARDS AND ADOPT OUTWARDS CORRESPONDENCE.</b> <i>Moved: Alan Darcy</i> <i>Seconded: David Prewer</i> <i>Carried</i>	
<b>6.0 TREASURER’S REPORT</b> <ul style="list-style-type: none"><li>➤ Financial reports presented.</li><li>➤ List of Materials Charges, Balance Sheet, Operating Statement, Annual Sub Program Budget Reports. (Holding over \$1m for other departments)</li><li>➤ Corporate Card transactions for March were presented.</li><li>➤ Investment report presented. Reinvested funds for accounts that matured.</li><li>➤ Internet transfers to date \$502,000.</li><li>➤ Auditors came and completed the audit. Issues dealt with Asset Register and not completing a stock take. Staff were requested to complete stocktakes and give to Roylene. Some were done but about 40% were not completed or not entered onto the computer. Will look at improving system for 2009.</li></ul>	
<b>6.1 Motion to accept the Treasurer’s report and approve all payments.</b> <i>Moved: Glenys Warne</i> <i>Seconded: Leanne Delivera</i> <i>Carried</i>	
<b>7.0 PRINCIPALS REPORT</b> <ul style="list-style-type: none"><li>➤ Steering committee – Dane Truscott looked at both schools. There was a strong recommendation that the Senior Campus and the Trade Training Centre would be</li></ul>	

at Sunbury College and Sunbury Downs be 7-10. Sunbury Downs is on 5 hectares and Sunbury College has 11 hectares. The transport is more accessible to Sunbury College.

Parents want school councillors to be at the focus group meetings. Sunbury Downs have to approve the process before anything goes ahead.

A brochure will be sent to all parents, community, primary schools and kindergartens.

Ceiling on enrolments can only be done if the area of the school is small.

The Trade Training Centre will still be built at Sunbury College even if the process between the two schools is abandoned.

## **8.0 S.R.C. REPORT**

Report discussed. Jeans for Jeans, Starlight Foundation and World's greatest shave to be supported this year.

## **9.0 SUB COMMITTEE REPORTS**

### **9.1 Fundraising / Friends of the College / Deb Ball**

Parents helped with immunisations. Will also be helping at Deb Balls. Will be looking at 50<sup>th</sup> reunion. Discussed the proposal.

### **9.2 Facilities/Finance**

### **9.3 Curriculum**

Our entire curriculum to be documented. Every faculty 7 – 10 to have a document. Parents will be able to see Course Outlines and Assessment projects.

### **9.4 Camps and Excursions**

Duke of Edinburgh hike 2/4 – 4/4 at Daylesford. 15 students 4 staff.

*Motion: That the Duke of Ed hike be approved.*

*Moved: Margaret Bates      Seconded: Glenys Warne      Carried.*

### **9.5 Uniform**

### **9.6 Strategic Planning –**

**Draft Annual Report tabled.**

## **10.0 MOTION TO ACCEPT PRINCIPAL'S REPORT, SRC AND SUB COMMITTEE REPORTS.**

*Moved: Alan Darcy*

*Seconded: Leigh Johnson      Carried.*

## **11.0 GENERAL BUSINESS**

Visitors Policy – Guidelines from DEECD. All visitors must come through general office.

*Motion: That the Visitors Policy be approved.*

*Moved: Margaret Bates      Seconded: Rebecca McAliece      Carried.*

Mobile Phone Policy was reviewed. Send a copy to parents.

*Motion: That the mobile phone policy be approved.  
Moved: Margaret Bates Seconded: David Prewer Carried.*

Motor Vehicle Policy discussed. Copies to be kept in Sub school.

*Motion: That the motor vehicle policy be approved.  
Moved: Peter Hendrickson, Seconded: Robyn Axton Carried.*

*Motion: That this meeting of School Council agrees to continue consulting with the community about the merger proposal.  
Moved: Robyn Axton Seconded: Helen Vosti 9 for 1 against 1 abstain Carried.*

General Business

Peter – Recognition of staff on school council. – Robyn Butler. Gift for Robyn and three students.

Sports awards – 3 from Sunbury College received awards out of approximately 50 students.

David Prewer – Balance of Recognition. Not as much academic achievement compared to Sports achievements.

Robyn Axton – Should be given for full and half colours.

Some students may only receive a sport award in their life. Less of an imbalance in year 11 and 12.

For sport all receive a trophy, but in academics they receive a certificate.

Need to raise the academic achievements via the newsletter and photos.

**Peter  
Hendrickson**

Hair nets – are students not using machines required to put on hair nets?. Peter Hendrickson to investigate.

Rhonda – extreme weather day, no rolls marked. Not counted as an absence.

Meeting closed 8.45 pm.

Next meeting: 30/04/2009 Thursday same as Sunbury Downs.

18/5/2009	15/6/2009	3/8/2009
7/9/2009	9/11/2009	7/12/2009

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School Council President

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Principal



# Sunbury College

## School Council Minutes

### 30<sup>th</sup> April 2009

	<b>ACTION</b>
<p><b>1.0 PRESENT:</b> Robyn Axton, Glenys Warne, Luke Mandouit, Alan Darcy, Leigh Johnson, Rebecca McAliece, David Prewer, Joanne Langdon, Rhonda Richards, Peter Hendrickson, Vickie Cassar, Margaret Bates, Dylan Ward, Anastasia Stepanovic,</p>	
<p><b>2.0 APOLOGIES:</b></p>	
<p><b>3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> <i>Moved: Robyn Axton                      Seconded: Alan Darcy                      Carried</i></p>	
<p><b>4.0 BUSINESS ARISING FROM MINUTES:</b></p> <ul style="list-style-type: none"><li>➤ Retiring school council members to be invited to next meeting. Certificate organised for Robyn Butler.</li><li>➤ Hair Nets – if one person using machine not all students need to wear nets. We are still requesting all students to wear nets.</li><li>➤ English Language is being run at units 1 &amp; 2. Margaret Cameron very keen to include it for next year.</li><li>➤ Balance number of students with sport and academic awards. Peter to take up with Curriculum Committee.</li></ul>	
<p><b>5.0 CORRESPONDENCE</b></p> <ul style="list-style-type: none"><li>➤ Draft Policy of School Council Members and Policy presented. If OK will approve at next meeting. Discusses topics such as access to personal information on students by council members.</li><li>➤ Grants offered to undertake research. Given to Staff.</li><li>➤ NAPLAN about to commence. Last year Naplan given out to students to practise in class. Applies to students in years 3, 5, 7 and 9.</li><li>➤ Economic Stimulus Package – School Pride. We anticipate renovating library classrooms, toilets, curtain for drama room. Our submission is in round 2 about July.</li><li>➤ Parent/teacher meetings were held. In the past meetings were held between 1 – 8. If we want to change from the new structure we need to have it approved. The Department Policy is that we must have 25 hours of instruction every week. This is not possible if 1 day is taken off. David Prewer said meetings with parents could be seen as instruction with students. We are collecting statistics from staff. Alan Darcy stated that the process was better this year. Very little waiting. Some parents said time was too early. We need to start at 3.45 for 3 hours. Discuss at next school council meeting. Robyn Axton said that having 7 periods on Tuesdays makes it hard straight after school. Need a break after school.</li></ul>	<p>Pass Policy</p> <p>Parent/Teacher interviews.</p>
<p><b>5.1 MOTION TO ACCEPT INWARDS AND ADOPT OUTWARDS CORRESPONDENCE.</b> <i>Moved: Glenys Warne                      Seconded: Alan Darcy                      Carried</i></p>	
<p>Request for Joanne Langdon to be co-opted to school council. We were one person under in parent representatives due to a parent resigning last year. <b>Motion: That Joanne Langdon be co-opted to school council.</b> <b>Moved: Leigh Johnson Seconded: David Prewer Carried.</b></p>	

## 6.0 TREASURER'S REPORT

- Financial reports presented.
- List of Materials Charges, Balance Sheet, Operating Statement, Annual Sub Program Budget Reports. (Holding \$1,551,724 for other departments)
- Corporate Card transactions for March were presented.
- Investment report presented. Reinvested funds for accounts that matured.
- Internet transfers to date \$717,000.
- SRP – Budget for staff salaries. Receive \$6000 per student. Each year we need to predict the enrolment for the following year. Year 7 is known, 8, 9 are easier to predict than 10, 11 and 12. This year we have had more leave at the higher levels to do other courses. Lose about 10% each year. Our estimate was 1400 but 54 students we expected to return didn't. This is the lowest in 9 years. 50 students @ \$6000 is \$300,000. This has caused our salary component to be in deficit. We have applied for Workforce Bridging which will allow us extra time to repay the debt.

**6.1** *Motion to accept the Treasurer's report and approve all payments.*  
*Moved: David Prewer Seconded: Glenys Warne Carried*

## 7.0 PRINCIPALS REPORT

- We have had to change membership of Council Members. Leanne and Helen were on Council last year but became ineligible when they were successful in gaining employment at the College. Therefore both have resigned. We will need to co-opt 2 other parents.
- Trade Training Centre – Working through the application process with help from other schools. It will run classes like electro technology, automotive, hairdressing and hospitality. We receive funding for the building but not to run the program. The building would need to be completed by June 2010. Kangan Batman TAFE will auspice over the program. VUT are not able to assist as they are helping other institutions.
- Secondary Provision – Steering Committee Meeting held last Monday.
- Sports Day – More students attended this year than in past years. 13 buses ordered. Results announced tomorrow. Facilities were very good at Epping.
- Three students are at the Alpine School. Students live there for 1 term. They complete schoolwork and also do a Community project.
- Discuss term reports and parent interviews at next meeting.

**Reports and Interviews.**

## 8.0 S.R.C. REPORT

Report distributed.

## 9.0 SUB COMMITTEE REPORTS

### 9.1 Fundraising / Friends of the College / Deb Ball

### 9.2 Facilities/Finance

We have been successful with our submission for the Computer Grants in round 2. Grant approved but haven't seen any money yet. Originally \$1000 per computer but they are increasing this amount to allow for cabling and furniture. We have already installed the cabling during the school holidays. We applied for a mixture of desktop and laptops.

**9.3 Curriculum**

Evaluation of step up program.

**9.4 Camps and Excursions**

Overnight bushwalking camp for Outdoor Education Students.

**Motion: That the 2 overnight bushwalking activities be approved.**

**Moved: Rebecca McAlicie Seconded: Robyn Axton Carried.**

City Curriculum this year will be going by bus instead of trains. There have been a lot of issues with other people on the trains. 3 classes at a time will be going.

**9.5 Uniform****9.6 Strategic Planning –**

Student surveys will be completed next week, Staff surveys in 5 weeks time and parent surveys will be in term 3. We will present the annual report at the next meeting.

**Annual Report**

**10.0 MOTION TO ACCEPT PRINCIPAL'S REPORT, SRC AND SUB COMMITTEE REPORTS.**

*Moved: Alan Darcy                      Seconded: Glenys Warne      Carried.*

**11.0 GENERAL BUSINESS**

Sub Committee's were discussed.

**Finance/Facilities:** Margaret Bates, Peter, Vickie, Rhonda Richards, Robyn Axton and Alan Darcy.

**Curriculum:** Joanne Langdon.

Union states that we must have 2 committees 1 – admin 1 – curriculum.

**Uniform:** Glenys, Anastasia, Margaret Bates

***Recommendation from Steering Committee***

***That the Steering Committee recommends that the consolidated model be implemented for 2010 for the provision of secondary education in Sunbury.***

A secret ballot was taken.

Model not accepted.

Votes will now go to the Region and then to the Minister.

Everyone was thanked for their input.

Meeting closed 8.40 pm.

Next meeting: 2<sup>nd</sup> June, 2009.

3/8/2009

7/9/2009

9/11/2009

7/12/2009

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School Council President

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Principal

