

# School Council Meeting Minutes



Location: Delahey Senior Campus Conference Room  
Date: 3/04/2023  
Time: 6:45 pm – 8:45 pm  
Meeting Number: 2023-2.3

**Chair**  
Mandy El Ali

**Executive Officer/Principal**  
Pip Griffiths

**Student Representatives**  
Faith Samuels  
Reeda Fatima

## Attendees

Pip Griffiths (Webex), Julie Rogers, Michael Gruis (Webex), Dan Sullivan, Andrew Atherton, Nick Taseski, Lynda Gaylard, Kylie Brookshaw, Stanley Nelson, Kim Moulton, Monique Hamilton, Catherine Morris, Kate Tangas (Webex), Lisa Jackson, Faith Samuels

## Apologies

Karen Martin, Renato Carinci, Lance Petherick, Reeda Fatima, Vera Mijakoski, Julie Young, Debbie Kontek

REF	AGENDA ITEM	DETAILS	PRESENTER
1	Welcome & Apologies	<b>Apologies:</b>	
2	Acknowledgement to Country	<i>In recognising Aboriginal and Torres Strait Islander peoples' spiritual and cultural connection to Country, I would like to commence the meeting by acknowledging the First Peoples and the Traditional Owners and custodians of the Country where Copperfield College campuses are located. We respectfully acknowledge: The Wurundjeri people who have faithfully cared for country for thousands of years. I would also like to respectfully acknowledge our Elders both past and present and remember that they have passed on their wisdom to us in various ways. Let us hold this in trust as we work and serve our community</i>	Chair
4	Business Arising	<b>Nil</b>	Chair
5	Correspondence and business arising	<b>Inwards Correspondence</b> DET Emails as per Correspondence Table  <b>Outwards Correspondence</b> Thank you letter to Greg George for his commitment to the College through his service on the School Council	Ms Pip Griffiths  Ms Pip Griffiths
6	<b>CALLS FOR ITEMS OF GENERAL BUSINESS</b>		

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7	Reports and Business Arising	<p><b>7.1 Environment Committee</b> Met informally with PSW, to see about staff uniform and uniform for the basketball</p> <p><b>7.2 Curriculum Committee –30/3/2023</b> Last Curriculum committee meeting consisted of discussion of the proposal to move to 5 period days of 61 minute periods next year from the Day Structure Working Party</p> <p><b>7.3 Policy Sub Committee</b> Likely to be four new policies up at the next school council meeting.</p> <ul style="list-style-type: none"> <li>- Campus and Excursions Policy</li> <li>- Volunteers Policy</li> <li>- Wellbeing and Engagement Policy</li> <li>- Yard Duty Policy</li> </ul> <p><b>7.4 Management Committee –27/3/2023</b> Minutes from the Management Committee have been provided. Any expenditure or income that is not in the budget, or out of the ordinary, is discussed at the Management Committee.</p> <p>Most recently:</p> <ul style="list-style-type: none"> <li>- A new gym hirer</li> <li>- Discussion of funding for a new Rugby Program</li> <li>- Discussion of funding the shortfall in Edrolo payments for students.</li> </ul> <p><b>7.5 Financial Reports</b> Discussion of how to read the Financial reports.</p> <p>Financial reports for the month of February 2023 for approval. Includes: Bank recs for 10001 &amp; 10002 Bank Accounts Movement Summary Balance Sheet Operating Statement Annual Sub Program Budget Report Cash Flow Statement Cash Payments Journal Report</p> <p><b>Motion:</b> Accepting Financial Reports for February 2023. <b>Moved:</b> Lynda Gaylard <b>Seconded:</b> Lisa Jackson</p>	<p>Julie Rogers</p> <p>Dan Sullivan</p> <p>Julie Rogers</p> <p>Julie Rogers</p> <p>Julie Rogers</p>
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		<p><b>7.6 Business Manager's Report</b></p> <p>Shows the family invoices, what we've requested and what we've collected.</p> <p>We budgeted to collect 60%, at this stage we've collected approximately 40%.</p> <p>Update on staffing.</p> <p>Financial Audit took place recently results will likely come to the next meeting.</p> <p>We start the year with an indicative budget and then there is a student census in Early February. We will receive the results of the census later this week.</p> <p><b>7.7 Principal's Report</b></p> <p>a. College Principal's Report</p> <p>Report discussed as tabled.</p> <p>b. Campus principals' reports – Sydenham</p> <p>Report discussed as tabled</p> <p>c. Campus principals' reports – Kings Park</p> <p>Report discussed as tabled</p> <p>d. Campus principals' reports – Delahey</p> <p>Report discussed as tabled</p> <p><b>7.8 International Student's Report –</b></p> <p>International student program is coming back to full strength. We will have 40 students in the program by Term 3</p> <p><b>7.9 Child Safe Standards Report</b></p> <p><b>All staff will be doing the compulsory annual mandatory report</b></p> <p><b>Motion:</b> Accepting Reports</p> <p><b>Moved:</b> Kylie Brookshow</p> <p><b>Seconded:</b> Monique Hamilton</p>	<p>Julie Rogers</p> <p>Dan Sullivan</p>
8	General Business	<p><b>General Business</b></p> <p><b><u>8.1 2023 Draft Standing Orders</u></b></p> <p>Wanting to draw the council's attention to the draft standing orders that were tabled. And to ask if any members had any questions about the standing order. The Standing Orders cover what constitutes a quorum at the meeting. Note that campus principals are not voting members of the council.</p>	Pip Griffiths

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		<p><b>Motion:</b> that the Draft Standing Orders be Accepted  <b>Moved:</b> Mandy El Ali  <b>Seconded:</b> Faith Samuels.</p>	
		<p><b>8.2</b> Day Structure Working Party (DSWP) – 2019 White paper and report to Curriculum Committee from DSWP tabled          - The main goal of the DSWP is to allow a space to teach curriculum about social and emotional wellbeing, study and organisational skills. This will also allow a regular period for building student engagement through year level and campus assemblies and guest speakers, avoiding interruptions to classes.</p>	Pip Griffiths
		<p>There will be an online webinar for families on Wednesday evening.</p>	Pip Griffiths
		<p>Timetable changes should have minimal impact on families</p>	
		<p><b>8.3 – Draft Annual Report</b></p> <p>Report discussed as tabled.</p>	
		<p><b>Motion:</b> School Council approve the 2022 Annual report  <b>Moved:</b> Catherine Morris  <b>Seconded:</b> Lisa Jackson</p>	
		<p><b>8.4 – Sub Committee Allocation</b></p> <p><b>Environment Committee</b>          Deals with uniform          Lisa Jackson          Nick Taseski          Kylie Brookshaw          Stanley Nelson</p> <p><b>Curriculum Committee</b>          Monique Hamilton</p> <p>Curriculum Committee meet on Thursday afternoons. Dates to be provided.</p> <p><b>Policy Sub-Committee</b>          Meets as needed. Really when the Department updates it's policies.          Kim Tangas          Lynda Gaylard          Catherine Morris</p> <p><b>Management Committee</b>          Mandy El Ali          Lisa Jackson          Kate Tangas</p> <p>Management Committee meets at 5pm on a Monday 2 weeks</p>	Pip Griffiths/Julie Rogers

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		<p>before the School Council Meeting</p> <p><b>8.5 – BYOD report 2023</b></p> <p>Report discussed as tabled Catherine Morris: ABCN are willing to provide laptops to students who are unable to provide their own BYOD. Coordinating with Lance Petherick.</p> <p><b>8.6 – Kings Park Administration Refurbishment</b></p> <p>Discussion and explanation of the plans for the refurbishment</p> <p><b>Motion:</b> School Council approve Copperfield College contributing \$300,000 to the refurbishment project.</p> <p><b>Moved:</b> Stanley Nelson <b>Seconded:</b> Nick Taseski</p>	<p>Lance Petherick</p> <p>Julie Rogers/Pip Griffiths</p>
10	Next Meeting	15 May 2023	