

School Council Meeting Minutes



Location: Delahey Senior Campus Conference Room
Date: 19/06/2023
Time: 6:45 pm – 8:45 pm
Meeting Number: 2023-4

Expected to attend:

Chair:

- Lisa Jackson

Executive Officer/Principal

- Pip Griffiths

Attendees:

- Pip Griffiths
- Julie Rogers
- Andrew Atherton
- Karen Martin
- Dan Sullivan
- Michael Gruis
- Lance Petherick
- Lynda Gaylard
- Kylie Brookshaw
- Kim Moulton
- Julie Young
- Stanley Nelson
- Monique Hamilton – Webex
- Catherine Morris
- Lisa Jackson
- Kim Moulton

Student Representatives:

Faith Samuels

Apologies: Nick Tasesk
i Mandy El Ali
Vera Mijakoski
Debbie Kontek
Renato Carinci

Attachments:

REF	AGENDA ITEM	DETAILS	PRESENTER
1	Welcome & Apologies	Apologies:	
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</i>	Chair

School Council Meeting Minutes

		<i>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>	
3	Minutes of last meeting and business arising	<p>Minutes of Meeting 15 May 2023 distributed to all</p> <p>Motion: That the minutes from the previous meeting be accepted.</p> <p>Moved: Faith Samuels Seconded: Kylie Brookshaw</p>	Chair
4	Business Arising	N/A	Chair
5	Correspondence and business arising	<p>Inwards Correspondence DET Emails as per Correspondence Table Brimbank Council wrote to the school explaining modifications to the roads around the Delahey campus in the next 12 months.</p> <p>Outwards Correspondence N/A</p>	<p>Ms Pip Griffiths</p> <p>Ms Pip Griffiths</p>
6	CALLS FOR ITEMS OF GENERAL BUSINESS		
7	Reports and Business Arising	<p>7.1 Environment Committee</p> <p>7.2 Curriculum Committee – 15 June 2023</p> <p>Curriculum Committee currently considering the final recommendations of the Day Structure Working Party as planned</p> <p>7.3 Policy Sub Committee Inclusion and Diversity Policy – Not currently mandated by DET but will be necessary for reforms to disability funding coming in 2024.</p> <p>Feedback was invited. DET provides template policies for us and generally there is very little we are allowed to alter.</p> <p>Motion: That School Council accept the Inclusion and Diversity Policy Moved: Lynda Gaylard Seconded: Stanley Nelson</p> <p>7.4 Management Committee – No Meeting</p>	<p>Dan Sullivan</p> <p>Michael Gruis</p> <p>Julie Rogers</p>

School Council Meeting Minutes

		<p>7.5 Financial Reports</p> <p>Financial reports for the month of May 2023 for approval. Includes: Bank recs for 10001 & 10002 Bank Accounts Movement Summary Balance Sheet Operating Statement Annual Sub Program Budget Report Cash Flow Statement Cash Payments Journal Report Overall SRP position as at 3/6/2023 Credit Card Statements for December 2022-March 2023</p> <p>Motion: Accepting Financial Reports for May 2023. Moved: Faith Samuels Seconded: Kim Moulton</p> <p>7.6 Business Manager's Report</p> <p>Report discussed as tabled</p> <p>7.7 Principal's Report</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>7.8 International Student's Report -</p> <p>International students are We will have 34 international students enrolled by the end of the year, close to our cap. International students are achieving well in their classes and showing excellent attendance and learning behaviours.</p>	<p>Julie Rogers</p> <p>Julie Rogers</p> <p>Dan Sullivan</p>
--	--	---	---

School Council Meeting Minutes

		<p>7.9 Child Safe Standards Report</p> <p>On 7 August we will be running in-house professional development around mandatory reporting and on the following day (our curriculum) representatives from the department will be delivering PD to staff around disclosures of family violence</p> <p>Motion: Accepting Reports</p> <p>Moved: Kim Moulton</p> <p>Seconded: Catherine Morris</p>	
8	General Business	<p>General Business</p> <p>8.1 Financial Audit</p> <p>Recent financial audit of 2022 has come back as unacceptable. Some of the following problems identified are:</p> <ul style="list-style-type: none"> - Only ran 7 council meetings last year (one did not have a quorum) - Were using an old form for external hirers - We had not sufficiently labelled each of the individual financial reports to council. - Pip had missed a couple of signatures. <p>We are required to submit an action plan within two months indicating how we are addressing each of these areas in the audit. Most have already been addressed. The action plan will come back to council for approval and then is to be submitted to the Auditors.</p> <p>Motion: That council is satisfied with the actions as outlined in response to the Financial Audit Report</p> <p>Moved: Stanley Nelson</p> <p>Seconded: Monique Hamilton</p>	Julie Rogers
10	Next Meeting	<p>Term 3</p> <p>7th August 2023</p>	