

**ROSEBUD SECONDARY COLLEGE COUNCIL
MINUTES OF MEETING HELD 19th MAY 2008**

VENUE: Conference Room

MEETING OPENED: 5:35pm

1.0 ATTENDANCE:

- 1.1 PRESENT:** Council Members: Ray Blackburn (President), Ebony Lewis, Bruce M^cFadyen, Antony Trivett, Bryan Ridgeway (Acting Principal), Helen Hopf, Dellie M^cKenzie, Wayne Hill, Vivienne Keogh
Apologies: Ashleigh Harbinson
Report Presenters: Geoff Trotter - Finances, Vivienne Keogh - Finance & Resources Committee and Curriculum Committee, John Miller - Approvals & Uniform Committee, Michael Mann - Annual Report
Minute Taker: Vicki Eva
- 1.2 WELCOME:** Ray Blackburn welcomed everyone to the meeting and made a special welcome to Ebony Lewis our student representative. Ebony introduced herself to Council and spoke briefly about what she is studying and her future directions.

2.0 MINUTES OF PREVIOUS MEETING 21/04/2008

Moved: Bruce M^cFadyen **Seconded: Dellie M^cKenzie**
"That the minutes as circulated of the Rosebud Secondary College Council meeting held on the 21st April 2008 be accepted as a true and correct record."

carried

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Principal Vacancy Discussions

- a. Selection Panel training is on Monday 26th May
- b. Liz Hewett will be the staff member on the panel with Danny Walker as her backup

3.2 Digital Education Revolution

- a. No new news
- b. We should hear something by the end of the month

3.3 Retirement Function for Greg Edwards

- a. Was well attended with approximately 100 people there
- b. It was great to see that his sons were able to make it
- c. There was a great mood to the evening

3.4 Trade Training Centres

- a. Our submission has been endorsed by SMR for the second round
- b. Now waiting for the Federal Government to invite a full submission from us which would be due in, in October
- c. Letter to be sent to SMR thanking them for their support in endorsing the submission

3.5 Year 12 English Concerns

- a. Letter was sent to the VCAA voicing teachers concerns - it was signed by the Secondary Principals from the local Principals' Network and a copy was sent to SMR
- b. Marion White responded to the letter by phone offering help and advice and our English Department is feeling happier

4.0 CORRESPONDENCE

Summary sheet and letters tabled

Moved: Bruce M^cFadyen **Seconded: Wayne Hill**
"That the inward correspondence be received and the outward correspondence be ratified."

carried

5.0 BUSINESS ARISING FROM CORRESPONDENCE

5.1 Letter 1 - Reallocation of Sporting Scholarships held by exited students

Moved: Bryan Ridgeway **Seconded: Dellie M^cKenzie**
"That Georgia Coy and Matt James be awarded a half Sporting Scholarship each for the amount of \$300.00 per year in Years 10, 11 & 12 due to the exiting of the previous recipients."

carried

5.2 Letter 11 - S149-2008 Victorian State Budget 2008-2009

The College is not a specific beneficiary in this Budget

5.3 Letter 12 - S148-2008 National Assessment Program for Literacy and Numeracy (NAPLAN) 13th-15th May 2008

- a. All students at Years 7 and 9 have undergone testing
- b. There were 4 x 45 minutes tests and 1 x 65 minute test
- c. The decision to test the entire Year 9 cohort in the hall proved to be a very good choice and the students' behaviour was exemplary
- d. Thankyou to Michael Mann and John Miller for all of your hard work
- e. The College should receive feedback in August
- f. It should be noted that this is a National 'snap shot' of students, not State

- 5.4 **Letter 17 - Victorian Budget - Taking action for our suburbs and our regions 08/09**
There will be a significant bureaucratic change to the Education Department from these initiatives
- 5.5 **Letter 19 - S155-2008 Reminder about Incoming Legislative Requirements for Students at Risk of Anaphylaxis and upcoming Information Pack.**
Rosebud Secondary College is well on tracks thanks to Jeanette Tremberth our Nurse Educator
- 5.6 **Letter 22 - S159-2008 Proposed agreement - principal and teacher class**
- This agreement has not met with huge warmth by all teachers
 - A small discussion took place

6.0 REPORTS

6.1 Acting Principal's Report – Bryan Ridgeway

Report – circulated

6.1.1 Trade Training Centres (Item 7)

A State Government grant of \$100,000.00 has been given to the College for the purchase of technical equipment used in Tech Studies, VET and similar programs

6.1.2 Cluster Curriculum Day

Is taking place this Friday (23rd May) at the College

6.1.3 Anzac Day (Item 9)

A fantastic assembly

6.1.4 Guide Dog for Melissa Colvin (Item 10)

- The Guide dog is integrating well and students have readily accepted the 'no patting' rule
- Vision Australia will be coming to the next full school assembly to thank the College for what it has done for our students who are blind

6.1.5 Year 8/9 Ancillary Setting (Item 12)

- Bryan briefed Councillors on this Brotherhood of St Laurence program
- For 'at risk' students in Years 8 & 9 (13-14 year olds)
- DEECD and Mornington Peninsula Shire have offered to help with funding- letters will also be written to service clubs asking for their financial support
- Long term funding will be needed for the program (Hillview Trust will be approached)
- Participants will have to be carefully selected to maximise the benefits of the program
- If enough funding has been found then 10 students from Rosebud and Dromana Secondary Colleges combined will attend the first course in Term 3
- This is potentially a very exciting initiative and thanks must go to Jan Pearman for liaising with the Brotherhood over this

6.1.6 Open Night (Item 13)

- An excellent evening
- Thankyou to Helen Hopf for organising the evening

6.1.7 Connections Program

- Rosebud Secondary College has been invited to help 'bright' primary school students with after-school extension work
- George Spiridis has offered to teach electronics

6.1.8 Request by senior students to have time off to compensate for Sunday exams

The already receive time off on the Monday & Tuesday as they are only required to attend school for their actual exam/s

Moved: Helen Hopf

Seconded: Dellie M^cKenzie

"That the Acting Principal's Report be accepted."

carried

6.2 Finance and Resources Report – Vivienne Keogh & Geoff Trotter

- Monthly Financial Reports for April 2008 – circulated by Geoff
- Vivienne reported on the Finance & Resources Committee Meeting held on 13th May 2008

6.2.1 Financial Audit

- Geoff Trotter spoke to the recommendations that the auditors sent to the College
- The physical side of the asset stock take will be started soon
- Moved: Bryan Ridgeway
Seconded: Bruce M^cFadyen
"That Rosebud Secondary College Council acknowledges receipt of the letter sent by Stephen Wight, Partner, of Davidson Accountants and Business Consultants in relation to the recommendations pertaining to the audit of the school council accounts of Rosebud Secondary College for the year ended 31st December 2007."

carried

6.2.2 Request for funding support from Hillview Quarries

- We were again unsuccessful in obtaining funding for the SPAC
- Bryan Ridgeway will invite a member/s of the trust to the College for a tour
- He will try again for funding later on in the year

6.2.3 April financial reports

Moved: Bruce M^cFadyen

Seconded: Helen Hopf

"That

- The Finance Reports as presented for April 2008 be accepted
- The cash payments made during April 2008 (\$325,806.65) be ratified

3. The redemption of \$200,000.00 from the High Yield account to the Official account in April 2008 be ratified
4. The reinvestment of the principal, accrued interest and an additional \$12,500.00 in the RSC Building Fund with Bendigo Bank for twelve months at 8.10% be ratified.”

carried

6.2.4 Residual Current Devices retro-fit

- a. This work will now be undertaken between 3:00pm-11:00pm over 5 weekday evenings
- b. This presents issues for the security of the College and safety issues for the person who will have to be at/come back to the College to lock up after the electricians

6.2.5 RSC Security

A letter of thankyou on behalf of Council is to be written to the security firm who patrols our school for all their help and support in keeping the College secure

6.2.6 Pest Controller

Moved: Bryan Ridgeway

Seconded: Dellie M^cKenzie

“That a letter of thankyou along with a certificate of appreciation be sent to Graham Pittock from Guardian Pest Control for all his help with termite inspections and exterminations.”

carried

6.2.7 Solar Panels

- a. Our replacement solar panels have been installed onto the Science roof
- b. Science teachers have been included in the briefing on their use

6.2.8 SPBA Proposal/Squash Courts

- a. The SPBA has amended it's proposal to now comprise of a 3 court extension at the floor level of the current top basketball court
- b. These courts would go straight out over the maintenance area and stop within 5 metres of the Year 7 area and to within 1 metre of the netball courts
- c. The new area would be placed on stumps and would be 2.4 metres off the ground at the N.W. corner
- d. The new facility would include self sufficient change rooms and staff office space
- e. There are also plans to redevelop the top car park effectively doubling it's size at a cost of approximately \$42,000.00
- f. The Health & PE Department have been asked to comment on the plans
- g. This is a \$2-2.5 million project and RSC is currently not in a position to help financially
- h. The College has also been informally approached about the possibility of building Squash Courts on the grounds

Moved: Dellie M^cKenzie

Seconded: Helen Hopf

“That the Finance and Resources Report and the monthly Financial Reports for April 2008 be accepted and that the minutes of the Finance & Resources Committee held on the 13th May 2008 be ratified.”

carried

6.3 Curriculum Committee Report – Vivienne Keogh

Minutes of the Curriculum Committee meeting held on the 14th May 2008 were tabled

6.3.1 Open Evening Review

- a. PMI (Pluses, Minuses & Issues) document attached
- b. An extremely positive event

6.3.2 JumpStart Review

- a. Michael Mann spoke to the attached document
- b. It has been circulated to all staff for comment and fine tuning will take place

6.3.3 40+ ART Issues

Members of this ART are currently undertaking visits to other Secondary Schools with excellent 40+ results

6.3.4 Student Excursions - permission to miss classes

- a. Discussion on this issue to continue with KLAs
- b. Student input may be sought
- c. It is important that students keep a life balance between school work, extra curricula activities, part time work and social life

6.3.5 Work Experience Week

- a. Approximately 220 students completed Work Experience
- b. A big thankyou to the staff in the Careers Department for the mammoth job of organising work experience for and preparing students to attend
- c. Also thankyou to all the members of staff who went out on workplace visits

Moved: Dellie M^cKenzie

Seconded: Wayne Hill

“That the minutes of the Curriculum Committee Meeting held the 14th May 2008 be accepted.”

carried

6.4 Chaplaincy Committee

- a. Jackie Belot is having her formal commissioning as chaplain of Hastings Primary School and Rosebud Secondary College on Sunday the 25th May at Mornington's Baptist Church at the 9:00am and 11:00am services followed by a bring a share lunch at 12:30pm
- b. Chaplaincy Committee to be reminded to send their minutes to Council

Moved: Ray Blackburn

Seconded: Helen Hopf

"That the Chaplaincy Committee report be accepted."

carried

6.5 Student Representative Council Report - Ebony Lewis

- a. There will be a band booked for Term 3 along with a Casual Dress Day to support the Performing Arts Centre
- b. Year 12 students and College staff participated in the "Big Morning Tea" raising over \$200.00
- c. SRC raised approximately \$1,000.00 by running the Canteen on Athletics Day - Robyn Van Lieshout was sent flowers for all of her help and support on the day
- d. Ms Maidment has requested SRC support for an instrument steriliser for a health centre in Kenya - a decision is yet to be made
- e. SRC is still deciding on what charities and projects it will support in 2008
- f. A fundraiser will be held on the 5th June to coincide with World Environment Day
- g. A topic for discussion at SRC is why students won't use bins - one reason is that some students find the idea of lifting the lids very unhygienic especially if they are eating.
Suggestions:
 - Cut holes in tops of bins
 - Price foot operated bin lid lifters and if they are not too expensive to install them

Moved: Bruce M^cFadyen

Seconded: Dellie M^cKenzie

"That the SRC Report be accepted."

carried

6.6 Uniform Committee – John Miller

- a. Senior students, Jane Gibson and Barb Goonan (uniform shop proprietor) looking into new pants for girls
- b. It has been reinforced that no hooded tops are to be at the College
- c. It is to be reinforced that the sports rugby top is only to be worn during sports

Moved: Bruce M^cFadyen

Seconded: Bryan Ridgeway

"That the Uniform Committee Report be accepted."

carried

6.7 School Council Presidents Meeting - Ray Blackburn

- a. No meeting as yet this year
- b. Ray sent an email and a meeting is to be organised for the near future

Moved: Bryan Ridgeway

Seconded: Vivienne Keogh

"That the School Council Presidents Meeting Report be accepted."

carried

6.8 SPAC Management Committee - Dellie M^cKenzie

- a. No meeting as yet
- b. The recent theatrical event that Jim Lawson organised with very good

Moved: Bruce M^cFadyen

Seconded: Antony Trivett

"That the SPAC Management Committee Report be accepted."

carried

7.0 APPROVALS - John Miller

7.1 Ed Out Year 7

Location: Baw Baw National Park
Accommodation: Camping in designated Park campsites
Dates: 20th-23rd May 2008
No. of Students: 10
Teacher in Charge: Ziggy Stanzus with 5 other staff
Curriculum Basis: Bushwalking, Downhill bike riding
Risk Assessment: Completed and satellite phone being taken

Moved: Wayne Hill

Seconded: Antony Trivett

"That approval be given to the Year 7 Ed Out Camp to Baw Baw National Park from the 20th May 2008 until the 23rd May 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures."

carried

7.2 Year 9 City Experience Overnight Stay

Location: Melbourne
Accommodation: Backpackers Motel A'Beckett Street Melbourne
Dates: 11th-12th August 9E & 9F; 12th-13th August 9I & 9J; 13th-14th August 9A & 9B; 14th-15th August 9C & 9D; 18th-19th August 9G & 9H
No. of Students: 250 (50 per camp)

Teacher in Charge: Anna Willis
Curriculum Basis: Work requirements in L4L, English, SOSE, Maths, Science & PE
Risk Assessment: Completed

Moved: Wayne Hill

Seconded: Bruce M^cFadyen

“That approval be given to the Year 9 City Experience Overnight Camps from 11th-19th August 2008 subject to them meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.3 Tootgarook PS & Rosebud PS Annual Mt Hotham Ski Camp

Location: Mount Hotham
Accommodation: Mount Hotham
Dates: 26th-29th August 2008
No. of Students: 10 students from Rosebud Secondary College
Teacher in Charge: Pat Egan attending as a teacher helper
Curriculum Basis: Personal Development and Health Curriculum
Risk Assessment: Completed

Moved: Dellie M^cKenzie

Seconded: Bruce M^cFadyen

“That approval be given to the involvement of Pat Egan and 10 students to attend the Tootgarook PS and Rosebud PS Mt Hotham Ski Camp from 26th-29th August 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.4 Year 12 History Camp to Canberra

Location: Canberra
Accommodation: Best Western Motel in Jerrabomberra Avenue, Narrabundah, ACT
Dates: 7th-10th July 2008
No. of Students: 24
Teacher in Charge: Adrian Donnelly and 2 other staff members
Curriculum Basis: History
Risk Assessment: Completed

Moved: Bryan Ridgeway

Seconded: Wayne Hill

“That approval be given to the Year 12 History Camp to Canberra from the 7th-10th July 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.5 In Principal Approval for 7th Biannual Tour to Gamagori Higashi Japan

Location: Japan
Accommodation: Hotels and Homestays
Dates: 9th-29th September 2008
No. of Students: 8
Teacher in Charge: Vivienne Keogh
Curriculum Basis: LOTE - Japanese
Risk Assessment: Completed
Cost: \$5,000.00 per student

Moved: Dellie M^cKenzie

Seconded: Bryan Ridgeway

“That in principal approval be given to the 7th Biannual Tour to Gamagori Higashi Japan from the 9th-29th September 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.6 Year 12 Outdoor Education Snow Trip

Location: Mt Stirling to Mt Bulla
Accommodation: Camping in designated Park campsites
Dates: 18th-20th August 2008
No. of Students: 16
Teacher in Charge: Drew King
Curriculum Basis: Snow walking, Snow boarding, Skiing
Risk Assessment: Completed

Moved: Bryan Ridgeway

Seconded: Wayne Hill

“That approval be given to the Year 12 Outdoor Education snow camp from Mt Stirling to Mt Bulla from the 18th-20th August subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.7 Indonesian Tour of Malaysia and Singapore

Location: Malaysia and Singapore
Accommodation: Hotels at various locations
Dates: 24th June-3rd July 2008
No. of Students: 10
Teacher in Charge: Jane Gibson plus 2 other members of staff

Curriculum Basis: LOTE - Indonesian
Risk Assessment: Completed
Cost: \$1,800.00 per student
In principal approval given at the February 2008 Council meeting

8.0 GENERAL BUSINESS

8.1 2007 Annual Report to the School Community - Michael Mann

- a. Michael Mann tabled and spoke to the report
- b. This report comes from the School Level Report
- c. **Points of Interest**
 - i. VELS up slightly
 - ii. Performance between boys and girls is narrowing
 - iii. AIM date - Year 9s are now being tested
 - iv. VCE performance - school is performing extremely well
 - v. Absences - a bit of a roller coaster, will keep a close eye on this
 - vi. Connectedness to school out performing State data
 - vii. Retention Data - declining, Why? Needs looking at
 - viii. Exit Destinations - less university more employment, students who defer need to be followed up
- d. We are well underway with strategic planning - Leading Teachers have met several times - staff input sought
- e. Self evaluation is next
- f. Our reviewer will look at this and act as a critical friend for goals and priorities over the next 4 years
- g. Parent, student and SSO input will also be sought

Moved: Bruce M^cFadyen

Seconded: Wayne Hill

“That Rosebud Secondary College Council accepts the Annual Report to the School Community.”

carried

9.0 LATE AGENDA ITEMS

9.1 National Archaeology Open Day

The question was asked if any of the staff at the meeting has seen information on this

9.2 Portrait of Greg Edwards

Will be hung within the school

9.3 30+ Average VCE Study Scores - Schools in SMR

- a. Rosebud Secondary College is one of only 3 public schools in the SMR to achieve these results
- b. SMR will be holding meetings with the achieving schools within its Region

10.0 MEETING CLOSED

8:03pm

11.0 NEXT MEETING

Monday 16th June 2008 at 5:15pm