

**ROSEBUD SECONDARY COLLEGE COUNCIL
MINUTES OF MEETING HELD 21st APRIL 2008**

VENUE: Conference Room

MEETING OPENED: 5:35pm

1.0 ATTENDANCE:

- 1.1 PRESENT:** Council Members: Ray Blackburn (President), Antony Trivett, Wayne Hill, Bruce M^cFadyen, Bryan Ridgeway (Acting Principal), Vivienne Keogh, Helen Hopf, Dellie M^cKenzie (5:55pm)
Apologies: Ebony Lewis, Michael Mann
Report Presenters: Geoff Trotter - Finances, Vivienne Keogh - Finance & Resources Committee and Curriculum Committee, John Miller - Approvals
Minute Taker: Vicki Eva
- 1.2 WELCOME:** Ray Blackburn welcomed everyone to the meeting.

2.0 MINUTES OF PREVIOUS MEETING 17/03/008

Moved: Bruce M^cFadyen

Seconded: Bryan Ridgeway

“That the minutes as circulated of the Rosebud Secondary College Council meeting held on the 17th March 2008 be accepted as a true and correct record.”

carried

3.0 BUSINESS ARISING FROM THE MINUTES

3.1 Principal Vacancy Discussions

- a. Bryan Ridgeway excused himself from this part of the meeting
- b. Ray Blackburn read out the wording for the 6th Selection Criteria as it has currently been framed and all present were in favour of it
- c. Cheryl Chappel will now be the SMR SEO on the Selection Panel
- d. The selection panel training day is the 26th May at Emerson Special School
- e. The staff representative on the Selection Panel plus a back up needs to be appointed ASAP

3.2 Digital Education Revolution

Bryan Ridgeway returned for the rest of the meeting
See Acting Principal's Report

3.3 Retirement Function for Greg Edwards

Will take place tomorrow night (22nd April)

3.4 Trade Training Centres

See Acting Principal's Report

3.5 Assistant Principal Appointment

John Miller was congratulated on being the successful applicant for the position

4.0 CORRESPONDENCE

Summary sheet and letters tabled

Moved: Helen Hopf

Seconded: Vivienne Keogh

“That the inward correspondence be received.”

carried

5.0 BUSINESS ARISING FROM CORRESPONDENCE

5.1 Letter 1 - School Councillor Training

Our Council is currently made up of experienced Councillors

5.2 Letter 3 - S093-2008 New Legislative Requirements for Schools with Students at Risk of Anaphylaxis

- a. This matter has been referred to Jeanette Tremberth our College nurse educator
- b. We are very well advanced in having solid practices in place

5.3 Letter 9 - Thankyou for scholarship from Kimberly Clarke

The letter was appreciated by Council

5.4 Letter 11 - S115-2008 New Resource for Supporting Refugee Students in Government Schools

Noted

6.0 REPORTS

6.1 Acting Principal's Report – Bryan Ridgeway

Report – circulated

6.1.1 Staffing 2008 (Item 1)

Advertising the positions of fixed term teachers will commence shortly

6.1.2 Indicative SRP 2008 etc (Item 4)

Southern Metropolitan Region has granted the College \$35,000.00 towards Stage 2 building works

6.1.3 Trade Training Centres (Item 10)

- a. Southern Metropolitan Region will only be supporting one application in Round 1 and that is Eumemmerring College

- b. Dandenong is shaping up to be a "Hub" for Community Education, Employment etc
- a. Our students/young people are disadvantaged
- d. Transport issues for the Southern Peninsula were discussed - still very bleak for the future
- e. We can still lodge an expression of interest by the 9th May with a 'full blown' submission in the 2nd Round in October
- f. The Principal's Group is happy for a Southern Peninsula submission

Moved: Ray Blackburn

Seconded: Bruce M^cFadyen

"That

1. **We reiterate our enthusiasm for Rosebud Secondary College to develop a Trade Training Centre at RSC (in conjunction with Dromana Secondary College and the Rosebud campus of Chisholm TAFE) mainly focusing on the IT area**
2. **We submit an expression of interest by the 9th May 2008**
3. **We draw attention to the disadvantaged youth of the Southern Peninsula as well as the poor transport infrastructure."**

carried

6.1.4 Wannik - Learning Together (Item 11)

Discussion took place on the "Acknowledgement of the Land/Welcome to Country" tradition

This could be practised at:

- i. The first and last whole school assemblies of the year
- ii. On our Cultural Awareness Day
- iii. At special events the College and SMR hold

6.1.5 Federal Government ICT Program (Item 13)

Council warmly thanked John Crossland for all his efforts and his time that went into preparing the submission and ICT Strategic Plan

6.1.6 Teenagers and Alcohol (Item 15)

It was decided that all 12 fact sheets should be linked to our website

1.1.1 Open Night (Item 18)

Helen Hopf has been taking Year 7 student leaders out to Primary School visits which has met with a lot of positive feedback

6.1.8 International Baccalaureate (IB) (Item 19)

We have not received a lot of feedback from parents re the note in the last newsletter

6.1.9 20 Year Reunion Flinders Island Camp

- a. An excellent evening
- b. Approximately 100 people attended

6.1.10 Sailing Team

Our sailing team competed on Saturday and Sunday in Melbourne and really enjoyed the experience

6.1.11 Athletics Day

Senior Student support of the day was excellent and they helped with student attendance in a big way

Moved: Dellie M^cKenzie

Seconded: Ray Blackburn

"That credit is given to all the staff who put in a huge amount of effort to ensure that the College Athletics Day held on the 17th April 2008 was a success."

carried

1.1.1 10ft Tall & Bullet Proof - Antony Trivett

- a. This initiative is aimed towards secondary age students
- b. It helps to teach young people how to make appropriate decisions for 'dangerous' circumstances they may find themselves in
- c. Rosebud TAFE is interested in delivering this initiative and outsourcing it to schools
- d. They are looking at organising a community event to promote it that the band *Kiss Chasey* has agreed to play at and possibly *The Veronicas*
- e. The aim is to have the program running in schools before 'Schoolies Week'
- f. Dellie M^cKenzie commented that the Drug and Alcohol component was excellent
- g. Members of our teaching staff have already attended information sessions

Moved: Bruce M^cFadyen

Seconded: Wayne Hill

"That the Acting Principal's Report be accepted and recommendations endorsed."

carried

Standing orders suspended

7.0 APPROVALS - John Miller

7.1 Year 9 Local History Excursion

Location: Point Nepean National Park (Portsea) and Queenscliff township
 Accommodation: Queenscliff Dive Centre
 Dates: 7th & 8th May 2008
 No. of Students: 24
 Teacher in Charge: Jenny Feldhofer
 Curriculum Basis: Year 9 history will carry out field work and primary research into their local history studies

Risk Assessment: Completed

Moved: Wayne Hill

Seconded: Bruce M^cFadyen

“That approval be given to the Year 9 Local History Excursion to Point Nepean National Park & Queenscliff Township on the 7th & 8th 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 12 Outdoor Education - 12km Apollo Bay Walk

Location: Apollo Bay
Accommodation: Camping in designated Park campsites
Dates: 22nd April 2008 - 25th April 2008
No. of Students: 20
Teacher in Charge: Drew King
Curriculum Basis: Work requirement
Risk Assessment: Completed

Moved: Dellie M^cKenzie

Seconded: Wayne Hill

“That approval be given to the Year 12 Outdoor Education walk at Apollo Bay from 22nd April 2008 to the 25th April 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

7.3 Year 10 Outdoor Education - Walk of Wilsons Promontory

Location: Wilsons Promontory
Accommodation: Camping in designated Park campsites
Dates: 14th May 2008 - 16th May 2008
No. of Students: 22
Teacher in Charge: Brooke Picot
Curriculum Basis: Work requirement
Risk Assessment: Completed

Moved: Dellie M^cKenzie

Seconded: Bruce M^cFadyen

“That approval be given to the Year 10 Outdoor Education walk at Wilsons Promontory from 14th May 2008 to the 16th 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 11 Sport & Recreation Urban Camp

Location: Melbourne
Accommodation: Melbourne Oasis Youth Hostel
Dates: 27th April 2008 - 29th April 2008
No. of Students: 23
Teacher in Charge: Geoff Pattison
Curriculum Basis: Research on the management of the MSAC Swim Centre and the MCG
Risk Assessment: Completed

Moved: Bruce M^cFadyen

Seconded: Wayne Hill

“That approval be given to the Year 11 Sport & Recreation Urban Camp from the 27th April 2008 until the 29th April 2008 subject to it meeting all Department of Education and Early Childhood Development - Victoria and Rosebud Secondary College policies, guidelines and procedures.”

carried

Standing Orders reinstated

6.2 Finance and Resources Report – Vivienne Keogh & Geoff Trotter

- a. Monthly Financial Reports for March 2008 – circulated by Geoff
- b. Vivienne reported on the Finance & Resources Committee Meeting held on 15th April 2008

6.2.1 Confirmation of additional funding for Stage 2 Building Works

The facilities branch of SMR have granted an additional \$35,000.00 for the Stage 2 Building Works

6.2.2 Post-Occupancy Evaluation of Capital Works Project

- a. Survey has been completed by Bryan Ridgeway
- b. An interview will follow

6.2.3 Issues with roller door

Rob Umney from Noel Arnold will be here to look at it on the 24th April

6.2.4 March financial reports

Moved: Bruce M^cFadyen

Seconded: Bryan Ridgeway

“That

- 1. The Finance Reports as presented for March 2008 be accepted**
- 2. The cash payments made during March 2008 (\$140,674.91) be ratified**
- 3. The redemption of \$81,000.00 from the High Yield account to the Official account in March 2008 be ratified**

4. The reinvestment of the \$101,000.00 in the P.J. Hannan Trust for twelve months at 8.10% be ratified
5. The draw-down of the SRP 2007 surplus of \$28,143.00 be ratified
6. The credit to cash draw-down of \$120,000.00 fro Community VCAL be ratified.”

carried

6.2.5 Residual Current Devices retro-fit

- a. Vivienne is still waiting to be contacted about when this work will be carried out
- b. There is 5 days work to be done which will entail turning the power off to different areas of the College

6.2.9 Termites

- a. The maintenance shed had termites and has been treated
- b. Stadium is the next building to be looked at

6.2.10 Financial Audit

Moved: Bryan Ridgeway

Seconded: Helen Hopf

“That Geoff Trotter is to be congratulated for the time and effort he has put into the financial audit.”

carried

6.2.11 Canteen upgrade

- a. SMR has been approached for a small grant for these works
- b. They are unlikely to give us any funding

6.2.12 Financial Scrutiny

Helen Hopf selected two payments and Geoff explained what they were for

Moved: Bruce M^cFadyen

Seconded: Helen Hopf

“That the monthly Financial Reports for March 2008 be accepted and the minutes of the Finance & Resources Committee held on the 15th April 2008 be ratified.”

carried

6.3 Curriculum Committee Report – Vivienne Keogh

Minutes of the Curriculum Committee meetings held on the 19th March 2008 were circulated and the 16th April 2008 were tabled

6.3.1 Drug Policy review audit

- a. KLA leaders to undertake review in their areas
- b. Dellie M^cKenzie offered to help and Liz Hewett will be asked to contact her

6.3.2 Cluster Curriculum Day organisation update

Noted

6.3.3 Open Evening organisation update

A lot of staff involvement needed

6.3.4 Literacy

The Literacy staff now have their own space and they have made it very welcoming for students

6.3.5 School Level Report

Spoken to by Michael Mann at the last Council meeting

6.3.6 Year 12 course guidelines - English

- a. Bryan Ridgeway gave an explanation of issues around assessment of this new English course
- b. The issue was raised at the Principal’s meeting and a letter is being sent to DEECD and the VCAA

Moved: Ray Blackburn

Seconded: Dellie M^cKenzie

“That a letter be written to DEECD and the VCAA expressing Rosebud Secondary College Council’s dissatisfaction with the implications of implementing and assessing the 2008 English course.”

carried

6.3.7 Year 12 VCAL

It looks likely that the two VCAL classes will be collapsed down to one due to poor attendance

Moved: Bruce M^cFadyen

Seconded: Helen Hopf

“That the minutes of the Curriculum Committee Meetings held on the 19th March 2008 and the 16th April 2008 be accepted.”

carried

6.4 Chaplaincy Committee

Nil

6.5 Student Representatives Report - Bryan Ridgeway

- a. They have had one meeting which the Athletics Day featured in
- b. SRC bought food for the canteen so that the profits went back to the College
- c. Bryan spoke to the SRC re Wannik
- d. Meaghan Webster has instigated a Planet Pals action team of interested students - they are currently putting large recycling boxes into every room which will be emptied by the Planet Pals every Friday afternoon
- e. Some discussion centred around where the Koori flag and National Flag should be flown - Bryan to speak to students

6.6 Uniform Committee – John Miller

Nil

6.7 School Council Presidents Meeting - Ray Blackburn

Nil

6.8 SPAC Management Committee - Dellie M^cKenzie

Nil

8.0 GENERAL BUSINESS

8.1 2007 Annual Report - Michael Mann

Held over until the next meeting (It has been mailed off)

8.2 Parent interest in College Council

a. The parent will be asked to attend next meeting

b. If the parent is still interested there is the possibility that they can be coopted onto Council

9.0 LATE AGENDA ITEMS

10.0 MEETING CLOSED

7:25pm

11.0 NEXT MEETING

Monday 19th May 2008 at 5:15pm