

# COLLEGE COUNCIL

## General Meeting Minutes

Date: Monday, 27<sup>th</sup> July , 2015

Time : **6.15 pm**

**Location : Phoenix College – Sebastopol Campus Conference Room / Staff room for Dinner (7 pm)**

**Ground rules for our meeting**

1. We all participate and contribute – everyone is given opportunity to voice their opinions
2. We actively listen to what others have to say, seeking first to understand, then to be understood
3. We follow-up on the actions we are assigned responsibility for and complete them on time
4. We give and receive open and honest feedback in a constructive manner
5. We use data to make decisions (whenever possible)
6. We strive to continually improve our meeting process and build time into each agenda for reflection.

*All matters discussed at these meetings are private and confidential.*

Present / Apologies :	P or AP	Parent Members :	P or AP	Community Members	P or AP	DEECD Members
	<b>Appointed council</b>	P	Jarrold Page	AP	Peter Broadhead	P
	P	Brett Page	AP	Brenton Hancock	P	Karen Snibson
	P	Georgina Hocking			P	Mick Benoit
	P	Roslyn Lonie	P	Shellby Lonnie	P	Annette Bedford
	AP	Chris Ward	p	Caleb Daly	AP	Joshua Ebbels
	p	Karen Bartsch				
		Observers : by invitation				
						Lorraine Hayes
		SCHOOL STUDENT REPRESENTATIVE PROXY :				

Meeting to be followed by Dinner.

“That the attendance be approved and the apologies accepted”

Moved: Brett Page

Seconded : Karen Bartsch

Carried

### 2. CONFIRMATION OF AGENDA - Call for additional items.

Additional items : Nil

### 3. CONFIRMATION OF MINUTES OF LAST MEETING

Minutes distributed.

Motion :

“That the minutes of the previous meeting are accepted as a true and correct record of the meeting June 2015.”

Moved: Roz Lonnie

Seconded : Jarrod Page

Carried

### 4. BUSINESS ARISING

4.1 Facebook page - followup next meeting - SDE / LHA

4.2 World war 1 research - no action required.

Inward	Source	Subject	Action
<b>TABLED</b>	DET Mail x 4	DET Information	Emailed / Tabled
	Audit Report 2015	Davidson	Emailed / Tabled
<b>EXCURSIONS - Details emailed.</b>	Where	Details	Approved
Semester2	Phoenix Connect Local Excursions	WJO – Phoenix Connect Semester local excursions	Emailed /Approved
24/07/15	Sweeney Todd Performance Melbourn Arts Centre	D Joosten - Drama class 25 students	Emailed /Approved
07/08/15	EcoLink Bacchus Marsh	S Kahnoff 15 students	Emailed /Approved
24/26 July	Barry’s Reef Camp Trentham	Marg Benoit 30 cadets	Emailed /Approved
14/08/15	Operation Phantom – Team Challenge Weekend	Marg Benoit - 30 Cadets	Emailed /Approved
25/06/15	Tertiary Information Services Fed University – Ballarat	AGR and al year 12 students	Emailed /Approved
26/08/15	Horsham Mega Music Day Horsham College	JNE - 34 students	Emailed /Approved
30/07/15	Phoenix Connect overnight camp Log Cabins – Creswick	ERO - 33 students	Emailed /Approved
12/08/2015	Grades 2/3 B,3 /4 H and 2 L to Polly-Woodside Melbourne -Leave 8.45 return by 3.15 approx - travel by bus		Emailed /Approved
13/08/2015	P/1 to Sovereign Hill -school hours travel via bus to and from		Emailed /Approved

Outward Correspondence			
	Nil		
6. REPORTS			
6.1	<b>Principal's Report</b> : <i>circulated - As reported.</i>		
6.2	<b>Finance Sub Committee Report</b> : <i>circulated</i> <b>Recommendation</b> : "That Council endorses the financial reports 01/06/2015 - 30/06/2015 and payments as presented." "That Council accept and support responses to the Auditors Report and Letter of Management 2015". <i>Moved : Karen Bartsch</i> <span style="float: right;"><i>Seconded : Jarrod Page</i> <i>Carried</i></span> <span style="float: right;"><i>Next Meeting date : August 24th 2015</i></span>		
6.3	<b>Facilities Sub Committee Report</b> : <i>Included in Principal's report</i> <i>Did not meet but lots of works on going.</i> <span style="float: right;"><i>Next Meeting date : August 10<sup>th</sup> 2015</i></span>		
6.4	<b>Occupational Health and Safety Report - Verbal</b> Emergency Evacuation practice successful. New maps and plans are now displayed in appropriate areas.		
6.5	<b>College Policy and Development Sub Committee</b> - Village Mascott brief. <span style="float: right;"><i>Next Meeting date : August 10<sup>th</sup> 2015</i></span> Emergency Evacuation Plan - Staff sign in /sign out.		
6.6	<b>Student Leadership Report</b> - Villages great and Year 12 area a terrific improvement. Year 12 enjoying their new areas. Deb Ball was successful. Alpine School Students returned - and had a successful time. Looking at attending Noorat rather than Alpine school for term 4. Currently being reviewed. Student Leaders attended a Forum in Sydney over the holidays - part of the Bendigo Bank program for development of Leadership skills.		
6.7	<b>BSCH Governance Group</b> - <i>Included in Principal's Report.</i>		
<b>Motion</b> : That all reports be accepted as presented. <i>Moved : Roz Lonie</i> <span style="float: right;"><i>Seconded: Brett Page</i> <i>Carried</i></span>			
7. GENERAL BUSINESS			
7.1	Elke Gunn Retired Friday 24 <sup>th</sup> July, 2015 - letter of appreciate to be sent from College Council . A farewell gathering to be organised and a thank you to her for 44 and a half years work with DET. Presented at End of Year Presentation Evening.		
7.2	Josh Ebbels re-located to another school - Buninyong Primary School. Letter of thanks and appreciation to be sent,		
Next Meeting - <b>August 24th 2015 - 6.15 pm General meeting</b>			
Actions required:			
Action	Who	Timeline	
Elke Gunn Retired - letter of appreciate to be sent from College Council	LHA	ASAP	
Josh Ebbels re-located to another school. Letter of thanks and appreciation	LHA	ASAP	