



# SCHOOL COUNCIL AGM MARCH 23, 2022 MINUTES

We would like to respectfully acknowledge the Traditional Owners of the land on which we teach at LSC and pay our respect to their Elders both past, present and emerging

**Meeting opened: 5.30pm**

## 1.0 ATTENDANCE:

**DET Representatives:** Brad Hutchinson, Melissa Phillips, Tanya Chalmers, Lynn Fowles, Kate Kuhne, Kathleen Smith

**Parent Representatives:** Marsha Livingstone, Sarah Kerwick, Joel Langstaff, Alison Taylor, Tracy Vanderzalm, Nalin Arileo

**Community Co-Opt Member:** Sue Ritchie

**Student Representatives:** Chloe Stoops, Hamish Box

**In attendance:** Students Mia Deenan, Sophie Close, Casey Treloar and BM, Gabe Windsor

**Apologies:** Tanya Chalmers, Mia Deenan, Casey Treloar, Hamish Box

## ANNUAL GENERAL MEETING (AGM)

**Chair:** Brad Hutchinson

Brad to open the AGM welcoming all returning members and welcoming new parents and student representatives. Acknowledge the contribution from exiting members and advised 2022 school leaders, Mia Deenan, Sophie Close, Casey Treloar & Hamish Box will also be invited to meetings.

School Council Elections finalised, Brad to outline these results:

**Parent Member Category:** 5 nomination forms were received for 4 available parent positions. As a result, ballot was required. Parent representatives determined were members Marsha Livingstone, Sarah Kerwick, Joel Langstaff, Alison Taylor

**DET Employee:** 2 staff nominations were received for 2 staff representative positions. No election held as a result. Lynn Grabham returning member, and new member Kate Kuhne.

**Student Member Category:** 1 student nomination received for 1 position. No election held as a result. Successful candidates was Chloe Stoops.

**Community Co-Op Member:** As determined at previous SC meeting - Sue Ritchie 12-month appointment  
Thanked all members for joining us this year.

## NOMINATION FOR OFFICE BEARERS 2022

**PRESIDENT:** Nomination: Tanya Vanderzalm

Nominated by – Sue Ritchie

Seconded - Brad Hutchinson

Accepted - Yes

As there were no further nominations, Tracy Vanderzalm was duly elected to position of President 2022.

**VICE PRESIDENT:** Nomination: Sue Ritchie

Nominated by – Lynn Grabham

Seconded – Kathleen Smith

Accepted - Yes

As there were no further nominations, Sue Ritchie was duly elected to position of Vice President.

**TREASURER:** No nominations received at this meeting. Discussion had advising that (as per DET guidelines) we prefer to have a parent representative hold the treasurer's position, and if no nominations received, will then have to investigate a DET rep. Cannot be the business manager. Will hold nomination to next meeting.

**STANDING ORDERS:** Brad provided a copy of the proposed standing orders for 2022 and outlined several details within. Not required to be ratified, but requesting members to read, gain an understanding and provide any feedback at the following meeting.

New office bearers were congratulated, and Brad closed the AGM.

Elected president Tanya Vanderzalm commenced chairing meeting. First welcomed and thanked everyone, proud to be undertaking this role. Advised she operates as an open book, prioritises relationships, and looking forward to getting to know all members. Advised she has open communication and welcomes discussion from all members at any time.

## **2.0 MINUTES OF PREVIOUS MEETING:**

### **2.1 MINUTES APPROVED AS AN ACCURATE RECORD**

**Minutes of Previous Meeting – Motion:** “That School Council approve and endorse the minutes from previous meeting held February 23, 2022 as a true and correct depiction”

**Moved:** Sue Ritchie

**Seconded:** Kathleen Smith

For transparency, minutes from previous AGM held April 2021 were also distributed to members during meeting. These were ratified as a true and correct depiction of minutes at the meeting following 2021 AGM.

### **2.2 BUSINESS ARISING FROM PREVIOUS MEETING:**

- **Uniform Alteration Proposal:** Business Manager advised Buxwear has been bought by a larger company. New managing has contacted us to assist with issues raised by school community. Details advised:
  - o Delivery price to decrease from \$20 to \$10 (with tracking) and delivered to home (not school)
  - o New improved fabric (shaped) white shirt to be introduced. Sample received. Members feeling this new fabric still a little transparent.
  - o If School Council wish to make the sports polo mainstream uniform, we would work with Buxwear to create a timeline for implementation (if orders placed prior to extra items being made - turnaround for deliveries initially may be up to 8 weeks).
  - o Will investigate using more sustainable fabric for sport polo (this will bring cost down)

Members present happy to make an alteration to the current uniform policy, enabling the sports polo to become mainstream uniform.

**MOTION:** “Leongatha Secondary College School Council move to alter uniform policy and offer the (previous) Sports Polo shirt to be purchased and worn as everyday uniform (not only Sports) effectively start of term 2, 2022”

**Moved:** Chloe Stoops

**Seconded:** Nalin Arileo

Carried

Will discuss this change with students at sub school assemblies on Monday next week and advise school community of the alteration to uniform.

Any major change to uniform policy, (such as introducing new sports polos that would align with the sports house colours), will have to be discussed through a uniform subcommittee with student input. President and Principal to create this as soon as possible, any members from school council welcome to join.

Will coordinate Buxwear to forward colour polo samples if we wish to add polo for house colours, that may be cheaper for families than the current sport polo.

## **3.0 GENERAL BUSINESS:**

**2021 Annual Report:** This report was emailed to all members prior to meeting. Brad shared an online version of this report during meeting and discussed much of the detail outlined in the yearly report. As progressing

through the report, Brad happy to answer any questions around detail. This report will be published to school community via our website.

## **4.0 REPORTS:**

### **4.1 TEACHING AND LEARNING:** Report provided by Melissa Phillips

We are continuing with our focus on improving writing and developing our understanding of the Professional Learning Communities (PLC) work. Outlined what we are currently setting up for term in this space:

- PD day for staff held on March 11. We launched strategic work (part of our AIP) around formative assessment. Ran sessions with teaching staff setting up the working for learning teams. Undertaking inquiry cycles, data analysis, putting interventions or changing teaching practice, to ensure learning growth of students.
- Staff wellbeing aspects held on this day also, acknowledging work of staff through recent challenges.
- This year is a change in structure. Learning Leaders are being coached to build capacity to lead their teaching teams and are undertaking professional development in this space.
- For the benefit of new members, Tanya Chalmers may outline our updated Learning Leaders design at next meeting.

### **4.2 PRINCIPALS REPORT:** Presented by Brad Hutchinson

- Students thriving, struggling, remaining the same
- Yr 7 Camp took place back in late Feb at Waratah Bay in the return to Camps, Excursions and Activities.
- Since then, we've had trips for OED, Geography field trips, Sports of various types, Artwork excursions to the local Childcare/Kindergarten Centre and Awareness Raising Days taking place
- National Day of Action Against Bullying
- Precinct coordinated approach and activity of classes making pledge for steps/actions that they can take if they witness it.
- Awareness around the differences between one-off situations and ongoing bullying defined in video by students
- Respectful Relationships group setting up their year via multiple meetings held at lunchtime
- Staff PD Day - Focus on formative assessment and inquiry-based learning
- Feedback and outcomes over the coming weeks will set the direction for our next PD Day in May
- Senior Secondary Reforms are a big change coming to the state of Victoria and every school will need to determine the best approach for its unique context. This will become a focus in the coming months for us.
- Introduced in 2022: YLC Check-ins that happen each fortnight. Establishing students setting up individual goals (visible on Compass). Tutor Learning Initiative funding.
- We have organised Project Rockit to attend on 23-24 May to provide sessions on Cybersafety, security and bullying
- We have a very dedicated staff member also seeking funding from Gatcha4Life and linking with Tomorrow Architects in the attempt to establish and secure an ongoing 3-year program for Year 10, 11 & 12 students.
- 

### **4.2 RESPECTFUL RELATIONSHIPS:** Presented by Melissa Phillips

At LSC we believe that everyone in our community deserves to be respected, valued and treated equally. We know that change in attitude and behaviours can be achieved when positive attitudes, behaviours and equality are embedded in our education settings.

- Major piece of work undertaken lately has been the National Day of action against bullying. Worked with all schools across precinct, a really positive day.
- The events calendar has been another focus. This will assist with planning on all all-future events. Work on what is to be celebrated and promoted across the school.

#### **4.3 STUDENT WELLBEING REPORT:** Presented by Melissa Phillips

- TEAM: Kate Edwards resigned. Sandy Mullen's coming in Monday (short term). Counselling position advertised.
- STUDENTS Options to see Sandra, Gary, Sandy, Deslee at present. OoHC - 10 students. PSD/TAC funded students - 12 students. In process of appointing further student support staff.
- PD: (JJ) - Berry Street Education Model on 11/05, 25/05, 08/06, 22/06
- WORKSHOPS: Project Rockit - 23/05 and 24/05 - whole school

#### **4.4 SRC / ENRICHMENT:** Presented by Student Leaders present

- Sports polo update, was going to bring this up – happy this is solved at meeting!
- Out of uniform days coming up later this term. Will hold one each term throughout year. The following are some of the ideas that SRC are working on: .
- Crazy 'N' Bold Dress-Up (7th April) - which is to come dressed in casual clothing that is, well, crazy and bold!
- Pyjama Day (19th May)
- Famous people from the past and present (4th August) - working title, but students and staff are encouraged to come dressed as a famous figure from the past or the present for that day
- Op-Shop Formal (29th September)

#### **4.5 EXCURSIONS:** Presented by Brad Hutchinson

Details of planned upcoming excursions/events were presented for approval. The following details have been submitted:

##### Duke of Edinburgh VCAL Event: May 9-10, 2022

2 staff / 14 students. Melbourne City. Itinerary has been updated, full details and risk assessment submitted by staff member Jess O'Neill. Details emailed to members prior to meeting. APPROVED

##### Year 9 Melbourne Camp: October 17-21, 2022

5 staff / 100 students (limit). Full details, including itinerary and risk assessment provided by staff member Katherine Roberts. Will be forwarded to members via email along with these minutes. Awaiting approval.

**ALL REPORTS - Motion:** Move 'Leongatha Secondary College Council approve and accept all reports as presented'.

**Moved:** Sue Ritchie

**Seconded:** Marsha Livingstone

## **5.0 OTHER BUSINESS / CORRESPONDENCE / POLICIES:**

**CORRESPONDENCE:** After finalisation of the elections, all four outgoing School Council members have been forwarded letters of appreciation

#### **OTHER BUSINESS:**

- **EAL Cluster Program – 2022 Agreement:** Will forward a copy of this agreement to all members along with these minutes. Advising we are involved in setting up a cluster with surrounding schools, we are committing to sending someone each term. See agreement for full details.
- **2022 School Council Meeting Schedule:** Advised we have sent out an updated meeting schedule with finance committee meeting dates included. Have kept several online meetings throughout the year as well as the face-to-face meetings.

## **6.0 OPEN DISCUSSION** - An opportunity for any representative to raise any issues of relevance

- Chloe: Grateful for the PE shirts/change in uniform policy. Student feedback – proposing some sort of Junior and Senior formal. Events that will encourage year level collaboration that don't necessarily have to align with sporting events. Several members agreed this could be a really positive undertaking. Chloe & Sophie will bring this idea to SRC and proposal to be brought to future school council meeting.
- Alison: Wants to discuss Canteen and food offerings at the next meeting. Will add this to the agenda.
- Tracy: Grateful to teachers that had forwarded questions parents could ask students on current topics being studied.

**Meeting closed:** 7.42pm