



Alkira
Secondary College

Personalised learning for all. Respect for the individual learner.

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Alkira Secondary College Council Minutes

AGM Meeting to be held **Tuesday 18th April** in Conference Room at 6.30pm

For the attention of: School Councillors 2017

Name	Position	Apology
John Shaw -	DET - Principal	
Paul Looker	DET – Assistant Principal	
Tracy Jackson	Business Manager – Ex Officio	
Andrew Brehaut	DET	
John Sutton	President	
Kirsty Jillings	Vice President	
Mariana Balaj	Parent	
Michelle Hosking	Parent	
Parasuraman Arumugam	Parent	
Justine Franklin	Parent	
Zekria Keshtiar	Parent	

ITEM	DETAILS	ACTION Recommended or Taken
1) Welcome		
2) Apologies	Andrew Brehaut and Tracy Jackson	
3) Minutes of the Previous Meeting	Minutes of the meeting held on 21 st March 2017 were previously distributed. AGM minutes- 21/3/17 approved, as tabled. School Council meeting (No.1)- 21/3/17 approved, as tabled.	Motion: "That the Minutes of the meeting held on 21 st March 2017 be accepted". Moved: John Shaw Seconded: Mariana Balaj Carried
4) Business Arising from the Minutes:	What action is required? Dr Joseph will need to provide an official proposal surrounding the fundraising for the Performing Arts Domain.	Action/ Motion: Moved: John Shaw Seconded: John Sutton Carried
5) Essential Business: a) International program audit status	Who is responsible? Paul Looker Paul provided a status report on the mandated international audit, which occurred Term 4 (2016) – Term 1 (2017). Unofficially, we have been informed that we have met compliance in all required areas.	Provided for information only to the School Council

	Official report due to the College in May, 2017.	
b) Chinese delegation visitation in July, 2017	<p>Who is responsible? Paul Looker</p> <p>Twenty-seven Chinese 'Middle School' students (Yr.7-9) attending Alkira SC in July for 7 days (along with three teachers). Need a couple more host-families to cater for extra Chinese students attending.</p>	Provided for information only to the School Council
<p>c) Facilities</p> <p>1: Thermal Comfort report</p> <p>2: Covered walkway (portables)</p> <p>3: O3 Computer Lab</p>	<p>Who is responsible? Paul Looker</p> <p>Paul informed Council that DET have negotiated an outcome surrounding Thermal Comfort for buildings of the College; including, fixed external louvres (Yellow / Green / Orange buildings), a fixed shade sail (Orange building) and electric blinds (internally to high windows across all buildings of the College).</p> <p>Paul provided 3 x quotes on the covered walkways from Green Building to the portables (multiple areas). General discussion about the strategic manner which the School Council can communicate with DET / others to highlight the impact and costs involved. Seen as a priority.</p> <p>Paul provided a quote on the cabling for the possibility of another computer lab.</p>	Provided for information only to the School Council
d) Annual Report	<p>Who is responsible? Paul Looker and John Shaw</p> <p>Spoke about 2016 Alkira SC areas and achievements against the specific areas of: School Context / FISO (2017) / School Academic Achievement / Engagement / Wellbeing</p>	<p>Motion: To be endorsed</p> <p>Moved: Paul Looker</p> <p>Seconded: Kirsty Jillings</p> <p>Carried</p>
<p>e) Status reports</p> <p>- Key Improvement Strategies (College Leaders- AIP)</p>	<p>Who is responsible? All LTs / APs</p> <p>John provided the written reports from APs- Looker / Mockridge / Stevens / Windsor linked to the key improvement strategies of the AIP. These will be provided on a continuum, demonstrating accountability and measures to the AIP and Strategic Plan 2017-2020.</p>	Provided for information only to the School Council

f) Correspondence Outwards	Brief details of each item	Nil areas
g) Correspondence Inwards	Brief Details of each item	Nil areas
h) Business arising from the Correspondence	Nil areas identified from the two above areas.	Nil areas
i) Reports: <i>Preferably in writing and sent with the agenda.</i>	John raised two parent requests for reimbursement for their child's non-attendance at camps run in Term 1. Discussion about school policy and protocols to this area.	Provided for information only to the School Council
j) Principal	John provided explanation about the College focus to the following areas: <ul style="list-style-type: none"> • Focus to the aims, goals & targets outlined in our Strategic Plan / AIP • Staffing challenges & absenteeism • Monitoring and evaluation of student attitude / behaviour. • Instructional Model • Attitudes to School Survey • School uniform • Financial considerations to school specific programs. 	Motion: "That the financial statements for the month of February 2017 be ratified and all accounts approved for payment". Moved: John Shaw Seconded: John Sutton Carried
k) Finance	John tabled and explained the financial break-down (provided by Tracy) to School Council.	Motion: "That the financial statements for the month of February 2017 be ratified and all accounts approved for payment". Moved: John Shaw Seconded: John Sutton Carried
l) Next Meeting:	Tuesday 16 th May	
m) Closure of meeting.	John Sutton	Time: 8.30pm

MEETING DATES 2017

Term 1	Term 2	Term 3	Term 4
21st Feb 2017	18th April – 2017	19 th July 2017	18 th October 2017
21st March 2017 AGM	16 th May 2017	16 th August 2017	15 th November 2017
	13 th June 2017	13 th September 2017	13 th December 2017