



KEILOR DOWNS COLLEGE SCHOOL COUNCIL MEETING MINUTES

Wednesday 21 August 2024- 6.30pm – KDC Main Staffroom

Acknowledgement of Country

Today at Keilor Downs College we meet on the traditional country of the Wurundjeri people of the Kulin Nation.

We pay our respects to Elders past, present and emerging, for they hold the memories, the traditions, the culture and the hopes of Aboriginal Australia.

We acknowledge their strong and living culture, and their unique role in the life of the region.

We remember that under the brick and asphalt of this land was, and always will be, traditional Aboriginal land.

1. Attendance

1.1 Present

Non DET members: Gurpreet Thiara (Chair Person) Vince Scarfo, Kerry Thynne; Nick Mouskos, Vicky Parisella, Nina Ndubi

DET members: Gerard Favrelle (Acting Principal), Shrikan Reddy, Maria Wood

Non-Voting members: Kylie Moverley (minute-taker) Dale Ritchie, Sue Moloney

1.2 Apologies

Non DET members: Stuart Miller, Nerasha Pathirana, Teresa Nguyen

DET members: Victoria Sobh, Melanie Spiteri

Non-Voting members: Daniel McFerran

1.3 Quorum

Council comprises 14 members; require or more members to be in attendance, this requirement is met. Non-DET members (6); DET members (3). Quorum achieved Y

2. Declaration of Conflict of Interest - NIL

3. Child Safe

3.1 Child Safe Policies Biannual Review

GF will send this out on Monday to the community for consultation and then present to school council at the September meeting

4. Minutes of Previous meeting – 26 June 2024

4.1 Acceptance of Minutes

Minutes of the meeting held on 26 June 2024 were previously distributed.

Motion: That the minutes of the previous meeting held on 26 June 2024 be accepted

Moved: Kerry

Seconded: Vince

Carried: All

4.2 Matters Arising – NIL

5. Correspondence

5.1 Inwards

5.2 Outwards

6. Reports

6.1 Principals Report – Gerard spoke to the report

- Odessa Reserve Works – due to be completed in September. Works being conducted include paths, playground, bbq
- Enrolment Cap Threat – temporarily held off
- 2025 Year 7 Numbers – over 240 students.
- Course Counselling – years 8-12 2025
- Pupil free day – Engagement & Wellbeing day.
- AIP Data Targets – Naplan, Resilience Survey, AtoSS

6.2 Student Leadership – Dale spoke to the report.

- Year 10 & 12 Formals
- Yr 10 driving education day
- Anything but a bag day for year 12's
- This coming Thursday the Navy Band will be attending KDC to do some workshops with the students

6.3 Human & Financial Resources

Financial reports will be available in the meeting room for members to review prior to the meeting. Reports Presented to School Council for the months of June and July 2024:

- *Balance Sheet*
- *Operating Statement*
- *New or Modified Creditors Direct Deposit Details*
- *Revised Cash Budget*

Recommendation 1a

*That School Council move \$295,279.10 payments be endorsed, \$150,000.00 transfers be ratified and all presented reports accepted as a true and correct depiction of the Keilor Downs College finances for the “month of **June**” 2024*

Recommendation 1b

*That School Council move \$488,487.96 payments be endorsed, \$370,000.00 transfers be ratified and all presented reports accepted as a true and correct depiction of the Keilor Downs College finances for the “month of **July**” 2024*

Purchasing Card

The following Purchasing Card statements for the month of **June** 2024 totalling \$10,727.88 and **July** 2024 totalling \$12,957.44 have been tabled:

Recommendation 2

*That School Council move all statements and payments as tabled for the School Purchase Cards for the months of **June** and **July** be accepted.*

Recommendation 3:

*That School Council ratify the gifts purchased for staff members in the period **May - July**, as tabled*

Recommendation 4

That school Council approved the fundraising events noted above with GST treatment NPSE

Recommendation 5

That school Council approved the profit and loss statements for the 2024 Camps presented above. Keilor Downs College will be subsidizing Year 12 Pizza Days, Year 12 Celebration Day and Year 12 Big day out with the Profits generated form the Year 12 Camp

Recommendation 6:

That School Council approve the Profit and Loss statement for the 2024 Musical – Mamma Mia as operating at a loss of \$10,222.07.

Recommendation 7:

That School Council accept and endorse the revised confirmed cash budget for Keilor Downs College for 2024 with the above adjustments

Motion: *That School Council accept the recommendations arising from the H&FR meeting of 14/08/2024*

Moved: Gurpreet

Seconded: Shrikan

Carried: All

6.4 Physical Environment – GF spoke to the report

- Tenders for Gym roof closed August 8th
Concerns for space and access during the building works
- A3/A4 art upgrade – works to begin in the September holidays. Projected budget \$100,000
- Ramp Project – no news

6.5 Accountability

6.5.1 Tree Tops Adventure – Year 8 house wellbeing day.

Risk assessments provided.

Engagement and Wellbeing a running 4 Treetop adventure Excursions for Year 8 students in their houses

School council approve the wellbeing excursion to Treetop Adventures in as presented

Moved: Vince Scarfo

Seconded: Gurpreet Thiara

Carried: All

6.8 International Students Program (ISP) – GF spoke to the report

Explained the reported process to school council and how the program operates at KDC.

8. General Business

8.1 Any other business - NIL

Meeting Closed: 7.42pm

Next Meeting : 18th September 2024