

## Swinburne Senior Secondary College General Meeting of School Council

### Minutes – 22 February 2021

**Members:** Liz Bishop, Oriel Flewell-Smith, Kate Galati, Joel Guye, Cheryl Lacey, Robert Lewkowicz, Glenn Morris, Michael O'Brien, Susan Robertson

**Apologies:** Debbie Long, Rob Morris, Declan Saunders, Anna Sexton

#### 1. Welcome and Apologies

The meeting opened at 5.30pm. The President welcomed all members back to the first meeting of the year. Apologies were noted. A quorum was present.

#### 2. Review Minutes of Last Meeting

Minutes of the previous meeting dated 7 December 2020 were reviewed and approved.

**Motion:** Approve the Minutes of the Meeting dated 7 December 2020.

**Moved:** O Flewell-Smith. **Seconded:** J Guye. Motion carried.

#### 4. Correspondence

Inward: Nil.

Outwards: Nil.

#### 5. Principal's Report

M O'Brien tabled the Principal's Report. Major points included:

##### Retirement

- M O'Brien announced his retirement, effective 23 April 2021.
- Robert Lewkowicz has been appointed Acting Principal for Term 2.
- The recruitment process for a new principal will commence in Term 2 with a start date of Monday, 12 July (start of Term 3).
- Eva McMaster – the region's Senior Education Improvement Leader (SEIL) will run the process.
- The interview panel will consist of the SEIL, the School Council President, a parent representative, a staff representative and a practising principal.
- The interview panel will make a recommendation to School Council at the end of the process.

- S Robertson acknowledged M O'Brien's contribution to SSSC, noting his leadership, efficiency, effectiveness and compassion.

### Council Elections

- The following councillors' term of office concludes in March 2021: Susan Robertson Joel Guye Oriel Flewell-Smith, Anna Sexton, Rod Morris, Cheryl Lacey, Declan Saunders and Liz Bishop.
- M O'Brien thanked the retiring members for their commitment and acknowledged the wonderful support and advice provided over the past 12 months.
- The election process to determine the 2021 school council will begin on Tuesday, 23 February with nominations for three parent vacancies, two student vacancies and two DET vacancies closing on Monday, 1 March at 4:00pm. Community representatives will be nominated at the Annual General Meeting which will coincide with the first meeting of the new council on Monday, 22 March.

### Education Programs

#### VCE Results for 2020

- Last year's VCE results were very good with a mean study score of 28.3. Previous means have been: 2019 - 27.5, 2018 - 28.1, 2017 - 27.3 and 2016 - 28.3.
- The measure of academic potential through the General Achievement Test (GAT) was a median score of 30.1 compared with 2019 - 29.8, 2018 - 30.1, 2017 - 30.2 and 2016 - 30.7.
- As can be seen by the figures, there was a discrepancy of -1.8 between the GAT result and the actual VCE median study score. The results of the previous four years are: 2019 -2.4, 2018 -2.1, 2017 -2.9 and 2016 -2.4. The discrepancy of -1.8 is the smallest for the past five years. This indicates that the overall performance of our students was closer to meeting their overall potential as measured by the GAT.
- Study Scores of 40 or more was 3.2% compared with the previous four years: 2019 - 3.0%, 2018 - 4.5%, 2017 - 0.8% and 2016 - 2.8%.
- The percentage of students who successfully received their VCE was 97.8% which was our best result over the past five years.

#### VET Results for 2020

- The number of VCE students who completed at least one VET Unit of Competency was the second highest, behind that of 2016, for the past five years. This was above the State proportion of 24.9%
- At the intermediate level, 14 of 24 students completed their certificate. The number of students who did not complete the certificate was the highest over the past five years. 12 of these students however have continued their enrolment into senior VCAL. Two students exited the school and have not been contactable to determine their current pathway.

#### Victorian Tertiary Admissions Centre (VTAC)

- Last year, 158 of 227 (69.6%) students made an application for tertiary studies through VTAC. 126 students received an offer (84.6%) compared with 129 (92.8%) in 2019 and 128 (89.1%) in 2018.
- 23 (15.4%) students did not receive an offer compared to 10 students (7.2%) in 2019 and 16 students (10.9%) in 2018.

## **School Organisation**

### Enrolments 2021

The following figures will be confirmed on Census Day, Friday 26 February: Year 11 – 211 students, Year 12 - 228 students equalling 439 students. This enrolment figure is similar to that of 2020 where we had 440 students enrolled.

## **Parents**

### Valedictory 2020

- Valedictory was held on Wednesday, 16 December in the Auditorium and streamed to families at home.
- The evening was a wonderful farewell for graduating students.

### Meet the Mentors

- Meet the Mentors was held on Wednesday, 10 February in the Auditorium.
- 240 families attended, taking the opportunity to meet and receive important information from their child's mentor.
- Information sessions on VCE, Student Wellbeing and Compass were also held and proved popular.

### Parent Teacher Meetings

- Parent/Teacher Meetings will be held remotely on Wednesday, 17 March and 24 March.
- Additional information will be provided to parents shortly.

## **6. Property Report**

### Building and Grounds

- The outdoor basketball court was resurfaced in January due to OH&S concerns.
- The cleaners continue to provide an excellent service.
- M O'Brien and R Lewkowicz met with John Kennedy (Member for Hawthorn – ALP) to discuss potential funding for the Recreation Centre. Additional information will be provided after the Budget has been released in May.
- It was noted that the oval is in poor condition, with only some sections available for training. There is no OH&S risk for teams continuing to train.
- It would cost in excess of \$200k to replace the oval surface.

**Motion:** That all reports be accepted and recommendations endorsed.

**Moved:** K Galati. **Seconded:** O Flewell-Smith. Motion carried.

## **7. Finance**

### Finance Sub Committee

R Lewkowicz tabled the Finance Report for December 2020 and January 2021. Major points included:

- The end of year bank balance equalled \$1,112,196.38.
- Payments for December 2020 and January 2021.

- A donation of \$6,000 was received in December to put towards outdoor seating and camera equipment. M O'Brien to write a letter of thanks to the family on behalf of School Council,
- The Financial Commitment Summary for 2020, outlining the College's commitments for 2021.
- Balance Day Adjustments processed in December 2020, recognising revenue and expenditure for 2021, which occurred in 2020.
- Profit and Loss Statement of the Recreation Centre and College for the year ending 2020.
- Census is scheduled for Friday, 26 February. The SRP will be confirmed in March and changes to this year's budget will be made if necessary.

**Motion:** Retrospective approval for the payments processed through the Official Account in December 2020 totalling \$164,638.02 and in January 2021 totalling \$51,309.97.

**Motion:** Approve bank account reconciliations for December 2020 and January 2021.

**Motion:** Retrospective approval of the transfer of \$100,000 from the HYIA to the Official Account in December 2020.

**Motion:** Retrospective approval of the transfer of \$5,000 from the Official Account to the Building Fund in December 2020.

**Motion:** Retrospective approval of the transfer of \$1,000 from the Official Account to the Library Fund in December 2020.

**Motion:** Retrospective approval of payments processed through the Purchasing Card totalling \$7,650.69 in December 2020 and \$36.00 in January 2021.

**Motion:** Approval of the Profit and Loss Statement for the College and Recreation Centre for the year ending 2020.

**Motion:** Retrospective approval of the Financial Commitment Summary for 2020.

**Motion:** Retrospective approval of the Balance Day Adjustments for 2020.

School Council accepts the December 2020 and January 2021 Finance Reports and Motions as above.

**Moved:** S Robertson. **Seconded:** Kate Galati. Motions carried.

## 8. General Business

### Senior Students' VCAL Camp

- M O'Brien tabled documentation relating to the Senior Students' VCAL camp in Torquay, which will operate from Wednesday, 3 March to Thursday, 4 March.
- Four staff, one volunteer and 25 students will attend.

**Motion:** That School Council approve the Senior Students' VCAL camp to Torquay from Wednesday, 3 March and Thursday, 4 March 2021.

**Moved:** M O'Brien. **Seconded:** S Robertson. Motion Carried.

**Meeting closed at 6.15pm**

**Next meeting – 22 March 2021**

**Minute Taker – Amanda Weber**

Kate Galati  
School Council President

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Michael O'Brien  
Principal

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