College Council Minutes

DATE:	**WEDNESDAY 22ND JULY, 2026**	**TIME:**	5:30pm
VENUE:	**WILLIAMSTOWN CONFERENCE ROOM**	**CHAIR:**	

ATTENDEES:

Council Members

Non DET Representatives: Genie Curtin, Souraya El Ess, Patrick Goessens, Cecile Legros, Elissa Newall, Alexandra Sargent, Holly Stewart, Amy Walker

Student Representatives: Evie Curtin, Veda Retzlaff

DET Representatives: Corey Johnson, Samuel Levy *(Campus Principal),* Michael Sperling *(Campus Principal)*, Suzanne Towe *(Campus Principal*)

College Principal: Milan Matejin

Business Manager: Dianne Faulkner

MINUTE TAKER: Meggyn Wright

OBSERVERS:

CONFLICT OF INTEREST:

QUORUM REQUIRMENTS:

- A school council meeting must operate with a quorum. A quorum requires not less than one half of school council members currently holding office to be present at the meeting and the majority of members present must not be department employees. Any parent members on school council who also work for the department are counted as department employees for the purpose of a quorum

CONFLICT OF INTEREST

If a member of the council or their immediate family has a direct conflict of interest (including a pecuniary interest) in with a matter under discussion at a school council meeting that member:

- Must not be present:
  - During the discussion unless invited to do so by the person presiding at the meeting
  - When a vote is taken on the matter
- May be included in the quorum for that meeting

The declaration of interest should be included in the minutes of the meeting.

Child Safe Standard	Minimum requirements
Standard 2: Child safety and wellbeing is embedded in organisational leadership, governance and culture	**In complying with Child Safe Standard 2 an organisation must, at a minimum, ensure:** 2.1 The organisation makes a public commitment to child safety. 2.2 A child safe culture is championed and modelled at all levels of the organisation from the top down and bottom up. 2.3 Governance arrangements facilitate implementation of the Child Safety and Wellbeing Policy at all levels. 2.4 A Code of Conduct provides guidelines for staff and volunteers on expected behavioural standards and responsibilities. 2.5 Risk management strategies focus on preventing, identifying and mitigating risks to children and young people. 2.6 Staff and volunteers understand their obligations on information sharing and record keeping.

	ACTION/RECOMENDATION
1. WELCOME • President welcomed all Members to the meeting We acknowledge the traditional custodians of the land we have gathered on today. We recognize their continuing connection to land, waters and community; and pay our respects to them and their cultures; and to Elders past, present and emerging.	
2. APOLOGIES • Dianne Faulkner • Cecile Legros	
3. QUORUM • Quorum met	

4. CONFLICT OF INTEREST

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5. BUSINESS ARISING FROM THE MINUTES

- 17th June, 2026

  GOEP has an additional question not answered – to follow up.

MOTION/ACTION

That ***Bayside P-12 College Council*** approves the minutes of the previous meeting

Moved: GOEP
Seconded: NEWE
Carried / Not carried

6. PRIORITY ITEMS

- No priority items

7. REPORTS

7.1 PRINCIPAL'S REPORT

- **Staffing Update:** We have employed a number of additional staff from the vacancies created by last semester exits and additional needs for the college. The following staff have been employed starting this term. **David Henry** (ES), **Kerri Allerby** (Office Manager) and **Elizabeth Cullen** (Humanities) and **Aaron Mifsud** (Health & Physical Education).
  We are still advertising for a Digital Technologies teacher.
- **Industrial Action Term 2 2026:** Following the AEU Rank and File rejection of the in-principle agreement between the department and the Australian Education Union (AEU), a full day industrial action has been planned for **Thursday 23rd July 2026**. A Newsfeed was sent out to explain this to parents. The department meanwhile has put in a counter proposal which AEU members have been able to vote on from the weekend via their mobiles. Slightly modified timetables so both junior Campuses will be open. Paisley Campus, welcome to come in however due to Year 10 Work Experience and staffing for Year 11 & 12 subjects, they have the opportunity to stay home.
- **Reports on Historical Child Sexual Abuse and Parliamentary Apology**: The Department of Education has published the Systemic Review Report into historical child sexual abuse in Victorian government schools (that occurred pre-2000). This report, which is based on records from legal claims, outlines confronting patterns of abuse and past failures to detect, prevent or respond to abuse.

  I want to emphasise this report is about abuse that happened before the year 2000; it is not about any current child safety concerns at Bayside P-12 College. So, you can feel assured that none of the information is recent.

MOTION/ACTION

That ***Bayside P-12 College Council*** approves the Principal report as presented

Moved: SARA
Seconded: STEH
***Carried** / Not carried*

This is what I know.
Bayside Secondary College is included in the list of 201 schools in an appendix at the back of the report, which means there has been at least one civil claim made by a former student, relating to their experience of abuse by an employee of the school, before the year 2000. The Department of Education has confirmed it ***does not*** *relate to any current teacher at Bayside P-12 College.*

Bayside Secondary College is the old name of our school, which merged with Altona Gate Primary School in 2008 and was renamed Bayside P-12 College. I don't know what decade the claims relating to Bayside Secondary College relate to. In fact, this could have also included the schools prior to the amalgamation of Bayside Secondary College. I was not aware of any legal claims of historical child sexual abuse connected to our school. The only information I have is what is included in this public report and the letter from the department's Deputy Secretary, Schools and Regional Services, Dr David Howes sent out to our school community on Monday 20.07.2026.

Historical and don't know the context. Put out to reassure families – does not relate to any current teacher.

- **Anjo-Higashi Senior High School Visit:** Our sister school will be visiting Bayside P-12 College next week from Monday 27th – Thursday 30th July. The Welcome ceremony will be held at the Williamstown Campus from 10:55am to 11:45am, on Monday 27th July. Tuesday 28th July the group will visit the Werribee Zoo. Wednesday 29th July the group will be attending classes. Finally, on Thursday 30th July the group will start at Southbank and walk to the Melbourne Market where they will then depart and leave to go back home to Japan.

  LEVS - 15 students and 4 teachers attend. Quick express visit of all 3 campuses. 15 home stay families, from all 3 campuses taking Anjo students in for the 4 days. Lots of site seeing, dinners planned.

  Two trips to Japan are being offered for 2027. Our return visit to Anjo Higashi Senior High School and a visit to a STEM Exhibition at the same time around Nagoya and Osaka. Depending on interest the two could also be combined. The estimated cost of each tour is $5,000 - $5,500 per student.
- **College Production 2026:** Our 2026 production is titled *Pussycats, A Musical Parody*. The production will run from 19th – 21st August. 2026. The musical parody is built around the fictional all-girl rock band that originated in Archie Comics, known as *Josie and the Pussycats*. The characters in the comic are famous for their signature leopard-print bodysuits and cat-ear headbands, they evolved into a pop-culture franchise with a Saturday morning cartoon in the 1970s, a real-world bubble-gum pop band, and a highly acclaimed 2001 live-action-comedy film. The musical is performed with original songs and sounds written and performed by staff and students.
- **Intergrated Operation of the Bayside P-12 College High Performance Tennis Program and Tennis Club After Hours Community Operations:** Tender goes out 27th July, 2026 and companies have until September to put their bid in. There is some changes to operational expectations and a new Key Performance Indicators (KPI's) for the new agreement.

Working with Hobsons Bay City Council – not a joint agreement but to be on the same path to aim to have the Bayside Tennis Program to as well get both contracts

CURG – CURE completed a program and engaged a mentor that has some ideas to assist us with a wish list of sorts to gain some support for roofs/resurfaces etc, working with Tennis Australia.

MATM – inspectors have been out from Hobsons Bay regarding lights etc and believe Hobsons Bay are already seeking the same funding. Chats have been had so will confirm that it's not the same dollar from the same place.

Book a court discussions had.

7.2

FINANCE SUB -COMMITTEE

7.2a Finance sub-committee minutes – ☒ sent out with agenda

7.2b The following June reports were tabled at the Finance Committee meeting:

- ☒ Balance Sheet
- ☒ Bank Reconciliations
- ☒ Bank Account Movement
- ☒ Cash Flow Statement
- ☒ Operating Statement
- ☒ Annual Sub Program Budget Report
- ☒ Journal Report
- ☒ Purchasing Card Activity Report
- ☒ Cash Receipts
- ☒ Cash Payments
- ☒ Invoices Awaiting Payment
- ☒ Cancelled Receipts
- ☒ Cancelled Payments
- ☒ Family Credit Notes Report
- ☒ Sundry Debtors Credit Notes Report
- ☒ Balance Sheet – Asset Comparison

MOTION/ACTION

That ***Bayside P-12 College Council*** approves the minutes of the previous meeting circulated.

Moved: GOEP
Seconded: WALA
Carried */ Not carried*

MOTION/ACTION
That ***Bayside P-12 College Council*** approves:

Financial Reports as at: **June 26**
Cash Payments totaling:
$458,973.14
Invoices awaiting payment:
$52,133.68
The Purchasing Card statements were viewed and discussed
$20,778.54

Journal Reports accepted as a true and correct depiction of Bayside P-12 College school finances for the month of **June**

Moved: GOEP
Seconded: WALA
Carried */ Not carried*

7.3 **RESOURCES** • Resource Minutes – sent with agenda	**MOTION That Bayside P-12 College Council approves: the Resource minutes – June 2026** *Moved: NEWE* *Seconded: SARA* ***Carried*** */* Not carried
8. GENERAL BUSINESS • 2026 Primary Camp – The Summit Principal approval form • College Production Proposal • 2027 Japan Tour	**MOTION That Bayside P-12 College Council approves: 2026 Primary Camp, College Production Proposal and 2027 Japan Tour** *Moved: GOEP* *Seconded: STEH* ***Carried*** */* Not carried
9. CORRESPONDENCE **9.1 INCOMING** • NA	**MOTION That Bayside P-12 College Council approves:** *Moved:* *Seconded:* ***Carried / Not carried***
9.2 OUTGOING • **SCHOOL CERTIFICATION CHECKLIST** Certification checklist is completed. It is a questionnaire about process and procedure mostly around finance with compliance as the focus. A copy of our responses has been provided with agenda.	**That Bayside P-12 College Council approves: the certification checklist** *Moved: GOEP* *Seconded: WALA* ***Carried*** */ Not carried*
ROUNDTABLE: SPEM – Tennis survey. Approx 34 questions, great feedback (some nice, some constructive). Will use this as a method of communication to the winning tender tennis agreements and assist with KPI/personal goals. Helps with integration the Tennis being apart of the Academic Achiever's group. MATM – looking further at the bigger picture regarding tennis and how we can adjust things in the college to assist this become more of a business mentality than a program. Comments from survey regarding academics/tennis, has been useful and reinforces the need for a new model going forward. We will have more detail in future Council meetings.	

10. NEXT MEETING	**Date:** 12th August, 2026 **Time:** 5:30pm
11. CLOSURE OF MEETING	**Date:**, 22nd July, 2026 **Time:** 6.18pm

SIGNED BY THE CHAIRPERSON: _____ DATE: _____

President or person who presided at the previous meeting to sign once minutes have been approved by school council

NOTE: RECORDS AND INFORMATION MANAGEMENT

SCHOOL COUNCIL MINUTES, AGENDA AND CORRESPONDENCE ARE CONSIDERED PERMANENT RECORDS AND ARE TO BE MAINTAINED IN THE SCHOOL UNTIL SUCH TIME AS THEY CAN BE TRANSFERRED TO THE PUBLIC RECORD OFFICE VICTORIA.

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