

Newsletter

1ST EDITION

4TH FEBRUARY 2019

The right to learn.
The right to be treated with respect.
The right to be safe.

"Being the best you can be"

PRINCIPAL'S REPORT

MS HELENE HIOTIS

Welcome Back

I hope everyone had a safe, relaxing and enjoyable holiday. I look forward to another exciting and productive year of teaching and learning at Bentleigh Secondary College.

A very warm welcome to all the new students and their families. You are embarking on a wonderful learning journey which will be enhanced by always trying your personal best. Our college provides you with facilities and resources which are yours to use to maximise your learning opportunities.

The 13.4 million upgrade and construction of the new buildings and refurbishment is well on track. The da Vinci Centre is completed and steelwork for the gymnasium has begun.

I am pleased to report that the college continues to build upon our successes. Our enrolments in 2019 have continued to increase and we welcomed 200 Year 7 students to our College. Our 2018 VCE results were excellent and we congratulate all the students. Our results demonstrates our commitment to continual improvement.

I would like to acknowledge the exemplary work by all teachers and educational support staff to ensure the school is recognised as a provider of exemplary government education characterised as a hub of educators, learners and leaders.

We also congratulate our College Dux, Liuxin Zhu who received an ATAR score of 98.05



Please find details pertaining to 2019 School Council Elections.



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CRICOS Provider Code: 00861K



Bentleigh
Secondary College

Congratulations to the **Class of 2018**

for their excellent VCE results and
valued contribution to our school community.



2019 OPEN TWILIGHT

Tuesday 2nd April
5:00-7:00pm

Congratulations
to our 2018 DUX,
Liuxin Zhu on
her outstanding
ATAR score 98.05



Gifted & Talented Program **for Year 7, 2020**
Information Evening
in the Learning Centre **Wednesday 1st May, 7:30pm**

Vivien Street, East Bentleigh Vic 3165
P +61 3 9579 1044

www.bentleighsc.vic.edu.au

SCHOOL COUNCIL ELECTION 2019

MS HELENE HIOTIS – PRINCIPAL

The Department of Education and Training has approved the commencement of the electoral process for the election of School Councillors for 2019. Please see attached Fact Sheet.

Membership

Our School Council consists of six parents, five staff members, two elected student members, four community members and the Principal.

Terms of Office

School council members are elected (or co-opted in the case of community members) for a two year term. Half the membership is elected or co-opted each year creating vacancies for the annual School Council election.

The term of office and rights and responsibilities of community (i.e. co-opted) members are the same as those of elected councillors.

Retiring School Councillors

The following members of School Council, while eligible for re-election, retire at the March meeting:

Parents: Mr Anthony Sutton, Mr Brian Stimpson and Ms Anne McKenna
Staff: Ms Leanne Winfield and Chris Christofidis
Student: Ms Ruby Lowe

Proposed Timeline for Elections

| | |
|----------------------|--|
| Friday 8 February | Call for nominees (Complete attached Nomination Form) |
| Friday 15 February | Nominations close 4.00pm |
| Thursday 21 February | Nominations displayed at school Election held if required |
| Thursday 28 February | Close of ballot 4.00pm Votes counted |
| Wednesday 20 March | School Council Meeting |

Voting

If the number of nominations exceeds the vacancies in either the parent or staff electorates, an election will be necessary. All parents are entitled to vote for parent representatives and DET employees can vote for staff representatives.

Methods of Voting

There are three ways in which you can record your vote on the official voting form during the period Thursday 21 February until Thursday 28 February at 4.00pm.

- (a) Post your vote to school to arrive by 4.00pm on Thursday 28 February;
- (b) Vote in person at school at the General Office, between 8.30am and 4.00pm during the period Thursday 21 February until Thursday 28 February.

Nominations of Candidates

There are two distinct categories of elected members of School Council parents, students and DET employees.

Parent Member Category

Parents of a student(s) at the school, who are DET employees, are now eligible for election to this category. However, there is a limit on the number of DET parent members for a given School Council configuration. (The total of DET employee members and DET parent members must be less than half of the total number of School Council.)

Student Member Category

To be eligible for election to this category, a student must be enrolled at the school.

DET Employee Member Category

To be eligible for election to this category, a person must be a DET employee and either: a parent of a student at the school, and/or employed to work at or for the school.

Role of School Councillors

School Councillors play an important role in decision-making and the management of our school. They donate many hours to the sub-committees of Council; Finance, Facilities and Strategic Plan Implementation. Councillors belong to one sub-committee; they also attend monthly council meetings and represent the college at many functions. Our senior school leaders (College Captains and College Deputy Captains play an integral role in School Council) and may be co-opted as community members.

SCHEDULE 4

Notice of Election and Call for Nominations

An election is to be conducted for members of School Council of Bentleigh Secondary College

Nomination forms may be obtained from the school and must be lodged by
4.00pm on Friday 15 February 2019.

**The ballot will close at 4.00pm on
Thursday 28 February 2019**

Following the closing of nominations, a list of the nominations received will be posted at the school. The terms of office, membership categories and number of positions in each membership category open for election are as follows:

| Membership | Term of Office | Number of Positions |
|---------------------|--------------------------------|---------------------|
| Parent Member | 20 March 2019 to 20 March 2021 | 3 |
| DET Employee Member | 20 March 2019 to 20 March 2021 | 2 |
| Student Member | 20 March 2019 to 20 March 2021 | 1 |

If the number of nominations is less than the number of vacancies, a notice to that effect and calling for further nominations will be posted in a prominent position at the school.

Helene E. Hiotis
Principal

STUDENT ACCIDENT INSURANCE

The Department of Education and Training (DET) does not provide personal accident insurance for students. Parents and guardians are responsible for paying the cost of medical treatment for injured students, including transport costs. Student accident insurance policies are available from private insurance companies. These cover a range of medical expenses not covered by Medicare.

HOMework CLUB

Mr John Karydis, Before School Homework Co-ordinator

Ms Dimi Charalambous, Lunch Homework Co-ordinator

Ms Helen Arhontis, After School Homework Co-ordinator

Homework Club will commence on Monday 11 February and will operate as follows:

Before school: 8:15am to 9:00am in DV05 on Tuesday and Thursday.

Lunchtime: 1:00pm to 1:30pm in DV05 Week 1 - Thursday, Week 2 - Monday, Wednesday and Friday.

After school: 3.20pm to 4.05pm in DV05 on Monday and Wednesday.

After School fruit and muesli bars are provided free of charge for sustenance.

CLASSIFIEDS

"AUSTRALIA'S NO.1 COACHING COLLEGE"
JAMES AN COLLEGE
PRIMARY & SECONDARY / VCE / SCHOLARSHIP / SELECTIVE SPECIALISTS

JAC ORMOND 9578 9668 | LEVEL 1, 331 Jasper Rd Ormond VIC 3204

PLEASE MAKE SURE YOU BRING THIS VOUCHER WITH YOU! *CONDITIONS APPLY
\$50 DISCOUNT + **A FREE BOOK BAG!**

FOR ANY NEW STUDENTS WHO ENROL BEFORE 28 FEB 2019!

★FREE ASSESSMENT TEST AVAILABLE FOR ALL NEW STUDENTS★

Kings Park Tennis Club
As part of Melbourne Tennis Month
Invites you to the

FAMILY FUN DAY 2019
10th of February at 9:30am

FREE BBQ
FREE COACHING AND HOT SHOTS
A DAY FOR ALL AGES AND SKILL LEVELS

MELBOURNE TENNIS MONTH

RECYCLED
Uniform Shop



TERM 1 DATES OPEN

22 February & 29 March

8.00am - 8.45am
Performing Arts Centre Foyer
(Enter via left hand side gate)

Donations of unwanted school items are always needed and can be left at Reception.

IMPORTANT DATES

| | | | |
|--------|--|--------|---|
| 4 Feb | Yr 8-12 Instrumental Lessons Commence | 20 Feb | Yr 7 Camp Rumbug Intermediate House Sport School Council |
| 5 Feb | House Meeting | 21 Feb | Yr 7 Camp Rumbug Senior House Sport |
| 6 Feb | Swimming Carnival 9:15am | 22 Feb | Yr 7 Camp Rumbug School Tour |
| 8 Feb | School Tour | 25 Feb | Lawn Bowls Junior House Sport Finals |
| 11 Feb | Bands Commence Rehearsing | 26 Feb | School Tour |
| 12 Feb | Yr 7 Music Recruitment Day Pds 1-4 | 27 Feb | Intermediate House Sport Finals Yr 11 OES Grampians Trip House Chorals Rehearsals @ 3:30pm |
| 13 Feb | House Chorals Incursion Yr 7 Music Recruitment Night @ 7pm | 28 Feb | Yr 11 OES Grampians Trip Senior House Sport Finals |
| 14 Feb | School Assembly Senior Cricket | 1 Mar | School Tour Yr 11 OES Grampians Trip VCE Drama Unit 1-4 Mr Burns Forty Five Downstairs Theatre 5:45-10:30pm |
| 15 Feb | School tour VCE Drama Unit 1-4 Forty Five Downstairs Theatre 5:45 - 10:45pm | | |
| 18 Feb | Senior Sport-Inter Cricket Junior House Sport | | |
| 19 Feb | School tour | | |

APPENDIX A: SCHOOL COUNCIL ELECTIONS – FACT SHEETS

FACT SHEET NO 1. SCHOOL COUNCIL ELECTIONS – INFORMATION FOR PARENTS

WHAT IS A SCHOOL COUNCIL AND WHAT DOES IT DO?

All government schools in Victoria have a school council. They are legally constituted bodies that are given powers to set the broad directions of a school in accordance with their constituting Order and the *Education and Training Reform Act 2006*. In doing this, a school council is able to directly influence the quality of education that the school provides for its students.

WHO IS ON THE SCHOOL COUNCIL?

For most primary school councils, there are three possible categories of membership:

- **A mandated elected Parent member category** – more than one-third of the total members must be from this category. DET employees can be Parent members at their child's school as long as they are not engaged in work at the school
- **A mandated elected DET employee member category** – members of this category may make up no more than one-third of the total membership of school council. The principal of the school is automatically one of these members
- **An optional Community member category** – members are co-opted by a decision of the council because of their special skills, interests or experiences. DET employees are not eligible to be Community members.

For all schools with a year 7 and above cohort, there is a fourth category of membership:

- **A mandated elected Student member category (2 positions).**

Generally, the term of office for all members is two years. The term of office of half the members expires each year, creating vacancies for the annual school council elections.

WHY IS PARENT MEMBERSHIP SO IMPORTANT?

Parents on school councils provide important viewpoints and have valuable skills that can help inform and shape the direction of the school.

Those parents who become active on a school council find their involvement satisfying and may also find that their children feel a greater sense of belonging.

DO I NEED SPECIAL EXPERIENCE TO BE ON SCHOOL COUNCIL?

Each member brings their own valuable life skills and knowledge to the role. However councillors may need to develop skills and acquire knowledge in areas that are unfamiliar to them. What you do need is an interest in your child's school and the desire to work in partnership with others to help shape the school's future

CODE OF CONDUCT FOR SCHOOL COUNCILLORS

School councils in Victoria are public entities as defined by the *Public Administration Act 2004*. School councillors must abide by the *Code of Conduct – Employees* issued by the Victorian Public Sector Commission. The Code of Conduct is based on the Victorian public sector values and requires councillors to:

- **act with honesty and integrity** (be truthful, open and clear about their motives and declare any real, potential or perceived conflict of interest and duty)
- **act in good faith in the best interests of the school** (work cooperatively with other councillors and the school community, be reasonable, and make all decisions with the best interests of students foremost in their minds)
- **act fairly and impartially** (consider all relevant facts of an issue before making a decision, seek to have a balanced view, never give special treatment to a person or group and never act from self interest)
- **use information appropriately** (respect confidentiality and use information for the purpose for which it was made available)
- **exercise due care, diligence and skill** (accept responsibility for decisions and do what is best for the school)
- **use the position appropriately** (not use the position as a councillor to gain an advantage)
- **act in a financially responsible manner** (observe all the above principles when making financial decisions)
- **comply with relevant legislation and policies** (know what legislation and policies are relevant for which decisions and obey the law)
- **demonstrate leadership and stewardship** (set a good example, encourage a culture of accountability, manage risks effectively, exercise care and responsibility to keep the school strong and sustainable).

INDEMNITY FOR SCHOOL COUNCIL MEMBERS

School councillors are indemnified against any liability in respect of any loss or damage suffered by the council or any other person in respect of anything necessarily or reasonably done, or omitted to be done by the councillor in good faith in:

- a. the exercise of a power or the performance of a function of a councillor, or
- b. the reasonable belief that the act or omission was in the exercise of a power or the performance of a function of a council.

In other words, school councillors are not legally liable for any loss or damage suffered by council or others as a result of reasonable actions taken in good faith.

HOW CAN YOU BECOME INVOLVED?

The most obvious way is to vote in the school council elections, which are held in Term 1 each year. However, ballots are only held if more people nominate as candidates than there are positions vacant.

In view of this, you might consider:

- standing for election as a member of the school council
- encouraging another person to stand for election.

WHAT DO YOU NEED TO DO TO STAND FOR ELECTION?

The principal will issue a Notice of Election and Call for Nominations following the commencement of Term 1 each year. All school council elections must be completed by the end of March unless the usual time line has been varied by the Minister.

If you decide to stand for election, you can arrange for someone to nominate you as a candidate or you can nominate yourself in the Parent member category.

DET employees whose child is enrolled in a school in which they are not engaged in work, are eligible to nominate for Parent membership of the school council at that school.

Once the nomination form is completed, return it to the principal within the time stated on the Notice of Election. You will receive a Nomination Form Receipt via post, email or by hand following the receipt of your completed nomination.

Generally, if there are more nominations received than there are vacancies on council, a ballot will be conducted during the two weeks after the call for nominations has closed.

REMEMBER

- Consider standing for election to school council this year.
- Ask at the school for help if you would like to stand for election and are not sure what to do.
- Be sure to vote in the elections.

Contact the principal for further information.

SCHEDULE 5B: NOMINATION FORM FOR PARENT MEMBER CATEGORY

I wish to nominate..... for an elected position as a Parent member on the school council.

CANDIDATE'S DETAILS

Name.....

Residential address.....

Contact phone (mobile or landline).....

Email.....

I am the parent/guardian of who is/are currently enrolled at this school.

STATEMENT

The person I have nominated is an employee of the Department of Education and Training and not engaged in work at and for the school.

Yes / No (please circle)

Name of Nominator.....

Signature of Nominator..... Date..... / /

CANDIDATE TO COMPLETE:

I accept the nomination and I am prepared to serve as a Parent member of the above-named school council. I hereby declare that I am not:

- an undischarged bankrupt
- of unsound mind
- currently serving a sentence for an indictable offence
- a registrable offender within the meaning of the *Sex Offenders Registration Act 2004*.

Signature of Candidate..... Date..... / /

You will be notified when your nomination has been received.

Personal information provided in this form is collected as part of the school council election nomination process. The information may be used to determine your eligibility as a candidate. Your personal information may be disclosed as a result of inspection prior to the commencement of voting or at any time up to one year from the declaration of the poll.

Your name will be included in a list of school council candidates and nominators (where applicable) posted in a prominent position at the school and for candidates, on a ballot paper (where applicable). Further, the name, membership category, gender, term of office, office held (if any) of school council members and notification whether the member is an employee of the Department will be forwarded to the Department of Education and Training by the principal by 30 April each year as a record of council membership and may be used for statistical purposes. You can access your personal information by contacting the principal on:.....

If you choose not to give some or all of the information requested your nomination may not be accepted.

If you have any queries about the school council nomination process, please contact the principal.