

			<ul style="list-style-type: none"> • Agenda for next meeting to contain an item for charges of hosting exams where we have not met the minimum # to be charged to curriculum improvement. <p>3f – 2017 Faculty Budget Spent</p> <ul style="list-style-type: none"> • Agreed to increase budget D5436 to \$8927. G.Williams to advise HOLA that all future expenditure for this budget must be approved by HOLA and expenditure is not to exceed revised budget. • G.Williams advised that HOLA's are advising teachers in their faculty they can't have teaching consumables as the budget is too tight, even though only 53.9% spent by faculties to 31st July. • G.Williams to write to HOLAs reminding them of importance of spending fees & charges and distributed a copy of the individual cost sheets to demonstrate the type of expenditure they have charged parents. Need to remind HOLA's that transaction reports are always a month behind for credit card purchases. 	<p>Budget adjustments approved.</p> <p>G.Williams to remind HOLA's on spending Faculty budgets</p>
4.	Risk Management	Chair	<p>4a – 2017 Risk Management Plan (MET Bushfire)</p> <ul style="list-style-type: none"> • Updated 2017/18 JTC Bushfire Plan is endorsed and approved to forward to Coordinator Regional Operations by due date of 1st September 2017. 	Approved
5.	Other Business.		<p>5a – Funding Application</p> <ul style="list-style-type: none"> • K.Savins advised we have submitted a grant application for \$50,000 for a digital program which includes a robot, virtual reality goggles and attending conferences. Idea is to reinforce digital literacy curriculum and whole school approach. <p>5b – Budget to Fund Multiple Campuses</p> <ul style="list-style-type: none"> • K.Savins advised the Board endorsed an application that has been submitted to Central Office budget review committee for additional funding for split sites of \$1.3m per annum from 2018 onwards. • K.Savins advises we could receive a visit from Central Office to examine our cash budget and salary profile to make recommendations related to savings. <p>5c – Personal use of credit cards</p> <ul style="list-style-type: none"> • G.Williams advised we have had quite a few staff use the school credit card for personal use in 2017. This is monitored very closely via a new State Government policy and a list provided to the Director General on a weekly basis. • All staff have reimbursed the College. • G.Williams to send email to all staff reminding of the importance of not using school credit for personal purchases and ensure the card is secure. 	G.Williams to remind staff

6. Next Meeting:

12th Oct 2017

Meeting Closed: 2:50 pm

Signed:

Chairperson

Date