



School Council

Minutes of Meeting No.1/2026

School Council Meeting: Wednesday 18 February 2026

Members:

DET: Tristan Lanarus (Executive Officer), Marc Koenig, George Ekonomopoulos, Jenny Vlahandreas, Schy Prewett
Parent: Tony Aravidis, Georgie Browne, Emma Green, Yvette Herft, Michelle Kumarich, Alexander Yianni
Student: Gabe Yianni, Kito Mukasa
Community: William Hardy, Tadhg Lavelle, Teagan Abrahams, Alexandra Bird
Non-Members: Joanne Antcliff, Correne Harry

Meeting commenced:

Venue: Conference Room

Chairperson: Yvette Herft

Apologies for Absence: -Alexandra Bird, Tadhg Lavelle, Teagan Abrahams, William Hardy, Schy Prewett, Kito Mukasa, Georgie Browne

Observers: N/A

Conflict of Interest: **Yvette Herft** – Family members are staff (Education Support) at Bentleigh Secondary College
Alexander Yianni – Family Member is staff (Education Support) at Bentleigh Secondary College
Tony Aravidis – Landscaping for Bentleigh Secondary College

Quorum: The chairperson noted that a quorum was present

Agenda Alteration: N/A

Minutes of previous meeting: – Wednesday 10 December 2025 were previously distributed.

Motion:

That the minutes of the Council Meeting held Wednesday 10 December 2025 be accepted.

Moved: Emma Green

Seconded: Michelle Kumarich

Carried

Business Arising from the minutes:

Nil

Correspondence:

February 2026 Inwards and Outwards correspondence – presented by Jo Antcliff

Motion:

That the February 2026 Outwards and Inwards Correspondence received, and actions be endorsed.

Moved: Alexander Yianni

Seconded: Gabe Yianni

Carried

Presentation: N/A

Reports:

President:

President's Report presented by Yvette Herft

The President thanked all School Council members for their contribution and support for the College.

**Motion:**

That the President's February 2026 Report as tabled is accepted and recommendations endorsed.

Moved: Gabe Yianni

Seconded: Emma Green

Carried

Acting Principal:

Acting Principal's report presented by Tristan Lanarus

Motion:

That the Acting Principal's February 2026- Report as tabled is accepted and recommendations endorsed.

Moved: Gabe Yianni

Seconded: George Ekonomopoulos

Carried

Student Representative Council (SRC):

N/A

Parents Club:

N/A

Committees:**Finance**

Finance Minutes presented by Michelle Kumarich

Reports to be tabled at School Council:

Balance Sheet

Operating Statement

Recommendation:

That School Council move \$220,975.61 December 2025 and \$113,858.54 January 2026 payments be endorsed, and \$221,237.50 December 2025 and \$33,065.00 January 2026 transfers be ratified, and all presented reports accepted as true and correct depiction of the Bentleigh Secondary College finances for the months of December 2025 and January 2026.

Moved: Jenny Vlahandreas

Seconded: Gabe Yianni

Carried

Budget Changes

Recommendation:

That School Council approve the revised indicative cash budget revenue and expenditure budget changes for January 2026.

Moved: George Ekonomopoulos

Seconded: Jenny Vlahandreas

Carried

General Business:**Westpac Purchase Card**

The following Purchasing Card statement for the month of January 2026, and February 2026 have been tabled:

List cardholders:

Joanne Antcliff

Correne Harry

Recommendation:

That School Council move all statements and payments as tabled for the School Purchase Cards be accepted.

Moved: Gabe Yianni

Seconded: Yvette Herft

Carried

End of Year Financial Reports

Recommendation:

That School Council approve Financial Commitment Summary, Balance Sheet and Operating Statement for the previous year as presented.

Moved: Emma Green

Seconded: Yvette Herft

Carried

Master Budget

Recommendation:

That School Council accept and endorse the revised indicative Cash Budget for Bentleigh Secondary College for 2026.

Moved: Gabe Yianni

Seconded: Emma Green

Carried

**Cash Flow Budget**

Recommendation:

That School Council accept and endorse the Cash Flow Budget as presented for the 2026 calendar year.

Moved: Jenny Vlahandreas**Seconded:** Emma Green**Carried****Balance Day Adjustments**

Recommendation:

That School Council accept the presented Balance Day Adjustment Journals pertaining to revenue in advance and/or prepaid expenditure.

Moved: Alex Yianni**Seconded:** Jenny Vlahandreas**Carried****Financial Delegation Authority - 2026****Signatory Authority**

Recommendation:

That School Council approve and endorse the following signatories for the listed bank accounts:

High Yield	-10001 - (Westpac)
Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal
Official Account	-10002 - (CBA)
Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal
Building Fund	-10003 - (CBA)
Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal
School Library Account	-10004 - (CBA)
Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal

Commbiz account signatories have been set up as authorisers.

Action: Bank Account signatory register tabled at School Council.

The following staff member currently hold Commbiz tokens:

Authorisers

Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal

Administrators

Joanne Antcliff	-Business Manager
Correne Harry	-Assistant Business Manager/HR Manager
Lauren White	-Finance Officer

Moved: Gabe Yianni**Seconded:** George Ekonomopoulos**Carried****Purchase Order Authority**

Recommendation:



That School Council approve and endorse the following staff to sign and authorise purchasing of goods and services.

Joanne Antcliff	-Business Manager
Correne Harry	-Assistant Business Manager/HR Manager
Tristan Lanarus	-Acting Principal
Schy Prewett	-Assistant Principal

Moved: Jenny Vlahandreas

Seconded: George Ekonomopoulos

Carried

EFTPOS Transaction Authority

Recommendation:

That School council approve and endorse the following staff to process transactions using the EFTPOS Terminal:

EFTPOS authorised to process transactions for school operations:

Joanne Antcliff	-Business Manager
Correne Harry	-Assistant Business Manager/HR Manager
Anju Bhatt	-Finance Officer
Maryanne Trifon	-Finance Officer
Lauren White	-Finance Officer

EFTPOS authorised to process transactions for fundraising:

Tristan Lanarus	-Acting Principal
Marc Koenig	-Assistant Principal
Schy Prewett	-Assistant Principal
Eugenia Vlahandreas	-Assistant Principal
Mitchell Wedderburn	-Head of Senior School
Natalie Cumming	-Head of Middle School
Kylie Dark	-Head of Junior School
Chris Grant	-Leading Teacher
Christine Rowe	-Leading Teacher
Craig Tyrrel	-Leading Teacher
George Ekonomopoulos	-Leading Teacher
Gopal Roa	-Leading Teacher
Joanne Antcliff	-Business Manager
Correne Harry	-Assistant Business Manager/HR Manager
Denton Delmenico	-Head of Drama
Marie Mulhair	-Head of Year 7
Harriet Boglis	-Head of Year 8
John Karydis	-Head of Year 9
Steve Peacock	-Head of Year 10
Sally Hudson	-Head of Year 11
Kieran Jiwa	-Head of Year 12
Effie Frangoulis	-Student Agency & Inclusion
Troy Ryan	-SRC Liaison Co-ordinator
Christine O'Keefe	-2 nd Hand Uniform Shop Co-ordinator
Rachel Yianni	-Parent Club Member
Alex Yianni	-Parent Club Member
Katie Harley Li	-Parent Club Member
Emma Green	-Parent Club Member
Sharlene Connors	-Parent Club Member
Liz Ellankil	-Parent Club Member

Moved: Yvette Herft

Seconded: Alex Yianni

Carried

GST Treatment

Fundraising Events

Recommendation:

That School Council approve the following fundraising events for the 2026 School year and their GST treatment:



- Uniforms – Used second-hand
 - VCE Year 11 and Year 12 Formal
 - Graduation
 - College Productions
 - Friends of Music – fundraising activities
 - Student Fundraising activities
 - Parents' Club – fundraising activities
- GST treatment NPSE – no GST
 - GST treatment NPSE – no GST
 - GST treatment NPSE – no GST
 - GST treatment NPSE – no GST
 - GST treatment NPSE – no GST
 - GST treatment NPSE – no GST
 - GST treatment NPSE – no GST

Moved: Gabe Yianni**Seconded:** Jenny Vlahandreas**Carried**

Purchase Card

Recommendation:

That School Council approve and endorse the existing purchasing cards within the college

Card Holder	Joanne Antcliff
Card Limit	\$15,000
Transaction limit	\$ 5,000
Authoriser	Acting Principal (Tristan Lanarus)
Transaction methods	telephone/electronic/person
Purpose	general
Housed	on person/in secure fireproof cabinets

Card Holder	Correne harry
Card Limit	\$15,000
Transaction limit	\$ 5,000
Authoriser	Acting Principal (Tristan Lanarus)
Transaction methods	telephone/electronic/person
Purpose	general
Housed	on person/in secure fireproof cabinets

Action:

Purchase Card register tabled at School Council.

Moved: Jenny Vlahandreas**Seconded:** Gabe Yianni**Carried**

Event Budgets

Nil

2025 and January 2026 Camps, Excursions & Events – Reconciliation

Recommendation:

That School Council approve and endorse the 2025 Camps and Excursions reconciliation, and 2026-01 Camps and Excursions reconciliation as presented and their subsidising where applicable.

Moved: Yvette Herft**Seconded:** Gabe Yianni**Carried**

Policies

Recommendation:

That School Council approve and endorse the following policies:

- Cash Handling Policy
- Electronic Funds Management Policy
- Petty Cash Policy
- Purchase Card Policy

Moved: George Ekonomopoulos**Seconded:** Jenny Vlahandreas**Carried**

Hire of Facilities

Recommendation:

That School Council confirm the current facility hire agreements in place for 2026:

- Canteen - Trustee for the Angela & Michail Family
- McKinnon Basketball Association
- The Greek Orthodox Community of Melbourne
- Bentleigh United Cobras FC Inc



Insurance for hirers has been sighted and is kept on file.

Moved: Emma Green

Seconded: Yvette Herft

Carried

Volunteers

Recommendation:

That School Council approve and endorse the following volunteers working at the College during 2026:

- Stephen Wallace – science lab assistant
- Chih-Shan Luo – counselling
- Andrew Ryan – Headspace counsellor
- Mia Workman – dance & drama assistant
- Jeffrey McConchie – gardening
- Peter Connelly – gardening
- Yvette Herft – school council member
- Alexander Yianni - school council member
- Michelle Kumarich - school council member
- Tony Aravidis - school council member
- Emma Green - school council member

Working With Children checks have been sighted and SAM4Schools OHS and Child Safety Policies have been agreed to.

Moved: George Ekonomopoulos

Seconded: Gabe Yianni

Carried

CASES21 Users

Recommendation:

That School Council accept and approve the tabled users of CASES21.

Moved: Gabe Yianni

Seconded: Jenny Vlahandreas

Carried

Procurement / Agreements

Recommendation:

That School Council approve and endorse the RTO Purchasing Contract with:

- **Skillinvest RTO Code 4192** for the period 06/02/2026 to 30/10/2026 for the provision of tuition and materials for school based first year students of Building and Construction - \$67,925.00 incl. GST

Moved: Gabe Yianni

Seconded: Emma Green

Carried

Recommendation:

That School Council sign and approve the service agreements with:

- **Base Physio & Performance** for the period 27/01/2026 to 18/12/2026 for the provision of athletic testing & athletic development sessions for Sports Academy - \$30,716.40 incl. GST
- **G&G Football Insights** for the period 27/01/2026 to 18/12/2026 for the provision of AFL coaching & skills development for Sports Academy - \$13,000.00 incl. GST
- **Helen Ferguson Gleeson** for the period 01/01/2025 to 31/12/2025 for the provision of Pilates coaching sessions for Sports Academy - \$4,400.00 incl. GST
- **Jarrad Robert Kay trading as The Sixth Principle** for the period 27/01/2026 to 18/12/2026 for the provision of 24 offsite gym fitness sessions for 30 students each session for Sports Academy - \$6,534.00 incl. GST
- **Melbourne Mavericks Netball Pty Ltd** for the period 27/01/2026 to 18/12/2026 for the provision of netball coaching and skills development for Sports Academy 2026 program - \$12,650.00 incl. GST
- **SJ Houghton & O Luczak trading as Game Day Nutrition** for the period 27/01/2026 to 18/12/2026 for the provision of advanced sports dietitian coaching sessions for Sports Academy 2026 program - \$12,606.00 incl. GST
- **The Trustee for The Justin & Kerry May Family Trust trading as Just Coach Wise Melbourne** for the period 27/01/2026 to 18/12/2026 for the provision of Soccer coaching & skills development for Sports Academy - \$13,000.00 incl. GST
- **Your Show Pty Ltd** for the period 27/01/2026 to 12/07/2026 with the option for 1 further term of 6 months for the provision of technical and operational support, audio-visual and production services, venue marketing and promotion, hirer liaison and coordination, and additional support



services as required for the operation of the Performing Arts Theatre and other college spaces - \$41,184.00 including GST

Moved: Emma Green

Seconded: Yvette Herft

Carried

Recommendation:

That School Council approve and endorse the procurement exemptions for payments to:

- **Cost Effective Cutting** for the period 01/01/2026 to 31/12/2026 for the provision of lawn mowing service - \$4,000.00 incl. GST
- **Department of Education & Training** for the period 01/01/2026 to 31/12/2026 for membership to School Sport Victoria for 2026 year - \$3,170.00 inc. GST
- **GutterWiz** for the period 01/01/2026 to 31/12/2026 for gutter cleaning, debris removal, and check of downpipes - \$2,750.00 inc. GST
- **Knight Sport** for the period 01/01/2026 to 31/12/2026 for provision of sporting equipment - \$6,000.00 inc. GST
- **Piano Gallery** for the period 01/01/2026 to 31/12/2026 for piano & Pianola tuning and repairs - \$2,557.50 inc. GST
- **Ring Communications** for the period 01/01/2026 to 31/12/2026 for provision of data fibre optic cabling services - \$10,000.00 inc. GST
- **Sportlines and Logos Pty Ltd** for the period 01/01/2026 to 31/12/2026 for re-marking sportlines and logos on the college playing fields for AFL & soccer - \$5,000.00 inc. GST

Moved:

Seconded:

Carried

Grants and Acquisitions

Nil

Disposal of Assets

Recommendation:

That the tabled lists of assets have been disposed of for the following reasons:

Obsolete

Retired / scrapped

Moved: Yvette Herft

Seconded: Alex Yianni

Carried

Building Fund Use

Recommendation:

That the school council approve and endorse the use of funds from the College Building Fund to fund improvements to the College facilities including carpet replacement, painting, and building works. All works to be within Australian Taxation Office Deductible Building Fund guidelines and Department of Education procurement requirements.

Moved: Gabe Yianni

Seconded: Jenny Vlahandreas

Carried

School Library Account Use

Recommendation:

That the school council approve and endorse the use of funds from the College School Library account to preserve and maintain the Bentleigh Secondary College Library at the school for the use of the school. All purchases of books and other materials for reading, study or reference to be within the Bentleigh Secondary College School Library rules as approved by the Australian Taxation Office and Department of Education procurement requirements.

Moved: Emma Green

Seconded: Gabe Yianni

Carried

Buildings and Grounds

Report presented by Marc Koenig

Motion:

That the February 2026 Buildings and Grounds and OHS Report as tabled be accepted.

Moved: Gabe Yianni

Seconded: George Ekonomopoulos

Carried

Policy and Accountability

Report presented by Jenny Vlahandreas



That the February 2026 Policy and Accountability Report, as tabled, be approved and endorsed
Moved: George Ekonomopoulos **Seconded:** Yvette Herft **Carried**

Events/Excursions/Camps

Presented by Marc Koenig

That the February 2026 camps and excursions Report, as tabled, be approved and endorsed

Moved: Michelle Kumarich **Seconded:** Emma Green **Carried**

Child Safe Concerns

Nil

Next Meeting: 24 March 2026

Closure of Meeting: The chairperson declared the meeting closed 7:35pm

School Council President: _____

College Principal: _____