

- 14-12-38 School as a training centre.
- 28-11-38 From Mr T. E. Greenhalgh tendering his resignation from and inclusive of the 12th inst.
- 12-12-38 From Advance National Association re new industries and the school as a training centre.
- 12-12-38 From Mr W. G. Coates applying for leave of absence. (Mrs Maxwell & mail)

Business

Resignation of Mr T. E. Greenhalgh.

It was resolved that Mr Greenhalgh's resignation from and inclusive of the 12th inst. be accepted with regret and that he and the Education Department be notified. (Mrs Barrow & Martin)

Appointment of successor to Mr Greenhalgh.

It was resolved that the approval of the Education Department be sought for the filling of this vacancy and that the necessary advertisements be inserted in Victorian and Melbourne newspapers. (Mrs Barrow & Martin)

Leave of Absence.

It was resolved that Mr W. G. Coates be granted leave of absence, without pay from 1st February, 1939, to and inclusive of 2nd December, 1939, and that the necessary steps be taken to obtain the services of a temporary teacher of English during that period. (Mrs Lederman & Lynch)

General.

Diplomas.

It was resolved that the Diplomas of Applied Chemistry be awarded to Miss Herbert and Miss Brown of the and that the seal of the school be affixed thereto

14-12-38 in the presence of the President, a Vice President and the Registrar, who shall sign as witnesses (Mrs Barrow & Martin)

Annual General Meeting

It was decided that the Annual General Meeting be held on Wednesday, 22nd February, 1939, at 8 p.m. in the Council Room.

The President in declaring the meeting closed said that the past year had been a very pleasant one for him. He desired to express his appreciation of the helpful cooperation of members of the Council and to wish them all the compliments of the season. He said he would like to thank all members of the Council for their appreciation of the splendid work done during the year and the harmonious relations existing between members of the staff. C. Lederman, on behalf of the Council, reciprocated the President's good wishes and the meeting closed with a vote of thanks to the Chair.

W. M. Lederman
22/2/39

28/4
audit
16/6/39