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|  |  | **Tuesday 27 October 2015** |
| **Minutes:** General Meeting of Vincentia High School P&C |  | **Commenced:** 7.35pm **Attendees**: Peter Dooley Paul Taylor, Rosana Nemet , Cathy André (minutes)  **Apologies**: Jenny Moffat, Heather Moorecroft, Colleen Stahlhut, Steve Glenday, Neil Allen. |
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| **Approval of Minutes** Motion to approve minutes from October 2015. Motion moved - Peter  Seconded - Paul **Business Arising** **Canteen Feedback**   * Mary presented two air conditioning quotes for consideration. Peter moved to accept Radical’s quote, Cathy seconded. Mary will proceed with purchase. * Mary presented the P&C with a cheque for $30,000.00. Paul Taylor accepted the cheque and will pass on to the front office staff for Neil Allen to collect. * A discussion was held on how to improve communication between staff and the canteen during special events e.g. recent “Well Being” sausage sizzle was communicated the day before. All school and staff financial requests are funded by the efforts of the canteen. Paul agreed to reiterate the need to respect the work of the Canteen through improved communication. The Canteen cannot effectively plan for food purchases and staff rostering if they unaware of events. Paul agreed to arrange with Mr Sanders to install a computer for Mary to view the school calendar of events.   **Staff Recognition Thank Your Cards**  Paul Taylor identified the following recipients for the next round of Staff Recognition cards   * **Andrew Newton** – Great job stepping up to the role of Deputy Principal. Terrific team player. * **Nicole Higgins** – Introduction of student newsletter “High Tide” and coordinator of the well -received student drama “Black Medea”. * **Corey Ryan** – Enthusiasm and overall growth in the role of teaching. * **Josh Barkwith** – Dedication to music and students as seen by the full house attendance of the evening musical performance and commitment to the student choir.   **Planning for the Year Ahead**  Agreed to discuss options at a separate workshop and present proposals at the April meeting. Aim is to formulate a calendar of events that promotes positive community engagement. This includes options for how to promote the P&C with a new name.  **Schools Excellence Framework**  Peter, Rosana and Cathy agreed to provide feedback to Paul Taylor [paul.e.taylor@det.nsw.edu.au](mailto:paul.e.taylor@det.nsw.edu.au) by 8 April 2016.  **Website**  101 people looked that the P&C page during February.  Karen Cunningham will provide Cathy with monthly results.  **Cloud Backup**  Cathy has stored all VHS P&C Correspondence on the school laptop, flashdrive and Google Drive. Paul Taylor agreed to support Cathy with transferring Google account to a public drive.  **Principals Report**   * Steve Glenday has been on leave for the past month. * Review of each year group. * Congratulations to Glad, Gary and Marion Worthy and all students involved with the huge success of the Alpaca showing at the Royal Easter Show. * Discussed options to encourage students to stop littering and keep the school environment tidy. Mary suggested signage. Agreed to consider as part of “Planning for the Year Ahead”. * Year 10 work experience begins next week. * Parent Teacher Nights well attended. * Great participating at All Schools Triathlon. * The first of four staff development evenings was well attended. This event was theory based, the next workshop will be more ‘hands on’.   **Treasurer’s Report**   * Report tabled. * BOSCO accounting Audit accepted at Annual General Meeting. * Approved for Neil to pay BOSCO invoice of $598.00.   **Canteen Report**   * February report tabled. * Peter moved to accept. Rosana accepted.   **Correspondence**   * Nil   **General Business**   * Paul Taylor agreed to seek confirmation from Steve Glenday on when the **Science Based Parent Information Session** should be held and who the target audience will be. Agreed that the target audience should be informed by mail. * Peter acknowledged Renee Gilbert’s well written and positive contribution to recent front pages of the school newsletter. * Paul confirmed that discussions continued on how the School Newsletter should evolve.   **Meeting closed: 9.15pm** |  | **Neil to collect cheque from front office.**  **Paul to encourage better staff communication with the Canteen.**  **Paul to engage Mr Sanders to install a computer in the canteen.**  **Rosana**  **Peter/Rosana/Cathy**  **Peter/Rosana/Cathy**  **Karen to provide Cathy with monthly results.**  **Paul Taylor to provide advice on public Cloud account setup.**  **ALL - consider options to encourage a clean environment.**  **Neil to pay BOSCO invoice.**  **Paul Taylor to follow up Parent Information session.** |

**Next meeting to be held in the Library.**

**Thursday 28 April 2016**

**7PM**