

Attendees:

Michelle Haynes-Armstrong,
Michelle Graham, Sara Chamberlain,
Jodie Newman, Karen Cunningham,
Liz Folkard, Sandy Clarke, Ruth
Winfield, Mary Nelson, Meghan
Goerlach.

Apologies:

Jenny Moffat, Sarah Bransgrove,
Renee Gilbert.

Minutes: General Meeting of the Vincentia
High Community
Hosted by the Vincentia High School P&C

Acknowledgement to Country –

Approval of Minutes

Motion to approve minutes from last meeting.

Motion moved - Jodie Newman

Seconded – Sara Chamberlain

Principal's Report by Ruth Winfield

- Thanks to parents for homeschooling – we all have found it a very trying time but we have all got through it successfully.
- Thanks to Karen Cunningham for her support and skills getting out communication to parents via email, newsletters, facebook, school app etc.
- Wellbeing team served breakfast to excited students the first day back.
- Safety precautions being upheld at the school are wearing of masks by students and teachers; ensuring classrooms are well ventilated via windows and door open in class. Please send extra jumper to class if student is cold; hand sanitizer in all rooms; high contact surfaces are getting extra cleaning; students wiping down their desks when they are finished in classroom; all teachers have had two covid vaccines.
- Teachers during lockdown made 4,632 contacts with students.
- The schools external validation is in the processes of being done. This is a department process to show improvements made in the school and where improvements need to be made. The School Excellence Framework is used as a comparison.

- An additional MC class is going to be at the school next year. Staffing for that is being sourced.
- Recruitment process for Head Teacher Wellbeing is happening as we meet and a position of Digital Classroom Officer has been approved which is a one day a week position for one of the current staff to take on, idea is to help teachers improve how they use technology in the classroom – this is a 12 month position.
- Sarah Bransgrove is doing the online training to be able to participate in the Teachers Selection Panels. It would be great to have more P&C members be able to participate on these panels.
- Year 6 Transition Day – while at Level 3 restrictions the school can't hold the transition day. Toni Smith has done a video to be released to the local primary schools regarding things they need to know. A modified session will be run for the support/special education classes.

Treasurer's Report

- \$10,000 was deposited from the canteen
- Insurance, P&C Membership and Australian Charities form have all been submitted.

Canteen Report

- Anna is happy to stay casual as she is now.
- 150 new members registered for Spriggy, the new online ordering platform. It was a bit of a slow start but due to the school being closed (COVID) we expect this to pick up.

Community Liaison Officer Report

- **NSW School Updates app and the NSW Education Parent App** – includes links from our website for News, Events and Newsletters
- **Newsletter:** is emailed home on the Thursday of Week's 3, 6 & 9 and uploaded to our website and Facebook. Each newsletter is viewed by 415 -675 people.
- **Website** is updated multiple times each week and receives between 1200 and 3000 hits per week. The Wellbeing page has had some major updates with valuable resources linked. I have started to upload the captains dance to the SRC page.

- **Facebook** continues to grow in followers and posts receive between 500 and 5000 engagements for every post. Reaching over 16,000 people per month. As well as good news posts about our students and staff, I post community announcements that could benefit our students or school community. Please like or leave a comment on posts so that we don't disappear from your Facebook feed.
- **Electronic sign** is updated weekly with important dates and events.
- **About Magazine** has a VHS article every month.
- Parents and students are welcome to email me any out of school achievements for publicity.
- Emails are sent home to the preferred contact list for year groups for all important messages, reminders, or events.

Correspondence

- A quote for the new Support Bus was received from Tracey in the office, from Nowra Toyota. A bus has been found but after a Mechanics report a few issues were found. The issues are being fixed at the moment, the bus will be ready soon. It is a Toyota Coaster bus 21 seater diesel. P&C have earmarked \$40,000 to go towards this support bus.
Moved: Liz Folkard; Seconded: Jodie Newman.

General Business

- Canteen Mural – Maree NcNeil has found a lighter option for the mural. Last one submitted the P&C decided was very dark. All agreed the lighter version was a much better mural and will have “Learning for Life” (school motto) and “Feed your dreams” written on the mural. P&C have approved up to \$4,000 for the mural. Moved: Karen Cunningham; Seconded: Michelle Haynes-Armstrong.
- Westpac bank signatories – Jodie Newman has had trouble getting the Westpac due to adjusted COVID opening hours at the bank. Jodie Newman is to become a signatory on the Westpac Canteen account. The following needs to be removed: Neil Allen, Cheryl Harris, Joanne Gill and Fran Davis. The Solutions Cash Reserve Account with \$1743 also needs to be closed with the balance to be transferred into the Bendigo account.
- The Support Squad for the LBTGQ community at the school meets each week for support. \$1,000 was raised with it being matched by GiveOut. The Brewery also raised approx. \$300. Headspace have reached out and the

parents and community wanted to support a colourful mural to be put up at the school. Money will be deposited into the P&C account and the school will invoice P&C in new year for payment.

- Faculty Wish Lists were given to Ruth to work out what the school covers and what P&C might consider.
- Presentation Day – Previous years the P&C have supported Presentation Day where gift vouchers etc. are purchased for students. Michelle Haynes-Armstrong asked for \$5,300 to be put into our annual budget for P&C the pay for. Moved: Liz Folkard; Seconded: Jodie Newman.
- Michelle H has written a Presentation Day letter in her role as President to be presented at Presentation Day.
- Teachers Federation Campaign – Liz brought up we should support our teachers. She suggested inviting John Kotlash to speak about the campaign. We don't meet till next year but will keep an eye out for anything we can do to support our teachers.
- NAPLAN – the school had a drop in reading and numeracy due to the current circumstances, this was found the happen in all schools. VHS is looking to improve in all areas.
- COVID Tutors have been extended into next year.
- Support Class canteen orders – it is noted that some students/parents in support classes don't have access to the technology for the new online ordering system. Meghan requested support classes getting their orders to the canteen first thing in period 1. Mary agreed this should not be a problem.
- Uniform Shop – has not been operating due to stay at home orders. It is running for online orders only. The question was asked can we order the older style jumper still?? Karen will find out and contact Daylight. Year 7 2022 parents will be informed about trying on uniforms as soon as possible.

Meeting closed 7.15pm

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NEXT MEETING AGM

TERM 1 – WEEK 4 - MONDAY 28th FEBRUARY 2022