

Commenced: 6.00pm

Attendees:

Michelle Haynes-Armstrong,
Michelle Graham, Lily O'Connor,
Sarah Bransgrove, Sara Chamberlain,
Jodie Newman, Karen Cunningham,
Sarah Ketelhohn, Sarah Lawson, Liz
Folkard, Renee Gilbert, Nicole
Higgins, Sandy Clarke, Ruth
Winfield.

Apologies:

Mary Nelson, Nina Santangelo,
Jenny Moffat, Anna Butler, Hayley
Brauman.

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. Minute adjustment from last minutes – change bank signatories to read Westpac bank not Bendigo bank.

Motion moved - Jodie Newman Seconded – Lily O'Connor

**Principal's Report by Renee Gilbert (Relieving)
Delivered by Ruth Winfield**

- Ruth has been absent since Monday 14th June – will be returning Monday 9th August – Thank you to our school community for supporting myself during this time. I'd like to extend a large thank you to all staff who have stepped up during this time; Andrew Newton as Deputy Principal, Year 9 and 12, Carrie McIntyre, Head Teacher TAS and Gary Worthy who has filled Andrew's teaching role in this time.
- COVID restrictions – Thank you to all for your agility and understanding as we manage new COVID restrictions this term. We are currently on Level 2 restrictions. Staff are prepared if this changes – students have been engaging with online learning platforms if required.
- SRC Induction took place last week – incredible group of students – high quality student leaders:

- School Captains – Eva and Ryan
- Vice Captains – Amy and Chris
- Senior Leaders – Galina, Charlotte, Michael and Harry

Thanks are due to Miss Amor, Mrs Clark, Mr Crossman and most definitely to Mrs McNeil.

- Last term we held our NAIDOC assembly – which coincided with the opening of the relocated George Brown Snr Garden – huge thanks to the team behind that – Aunty Gai, GG, Jaz Corr, TAS, Gumbari crew
- Subject Selection Interviews for Year 10 are currently taking place – led by Mr Flanigan and a team of our school exec. COVID has meant that this is happening via phone.
- Year 12 Trial Examinations started today. These will be for Two weeks. Year 12 Study sessions and survival packages have been given out. Thanks to local businesses and our school staff Ash Tinkler, Corey Ryan, Maree McNeil, Gina Tekis and Nic Higgins.
- We have made tentative arrangements for graduation and formal.
- Changes to the HSC have been difficult for students but they are showing incredible resilience.

Last week NESAs announced some changes for HSC students.

Extend the hand in date for **all major projects by two weeks**. The hand-in date for **Industrial Technology** has been extended by **four weeks**. Student **hand in dates for major works** have been extended as follows:

- Drama (projects) – 30 August
- Design and Technology – 2 September
- English Extension 2 – 27 August
- Industrial Technology – 2 September
- Music (projects) – 13 September
- Society and Culture – 9 August
- Textiles and Design – 23 August
- Visual Arts – 6 September
- Reschedule the **Music performance** exams to run from 30 August to 3 September in Greater Sydney and **6 to 10 September outside of Greater Sydney**
- Reschedule the **written exams** to begin one week later on **19 October and finish on the 12th of November with HSC Results out on 17 December.**

- HSC students can attempt the **HSC minimum standard** tests up to **6 times** per year, with 14 days between attempts.
- Our HSC Visual Arts students exhibited their major works last Thursday – really positive and outstanding bodies of work – congratulations are due to the students and their teacher Ms Corr.
- Linda Mack (Science and Y8 Advisor) has been selected to work as part of a rural and remote leadership program – this will support her development as a school leader and will enhance the work she is doing here. Congratulations are due.
- The NEST – donation by the P and C – Eagle awards are being embraced by staff and students – students are really enjoying the process. We are seeking donations from businesses – we need further follow up on this. Looking at greater sponsorship. We really appreciate your support.
- Breakfast Club – supplied from Food Bank – no cost to us – happening 3 days per week – excellent turn out!
- School Improvement Plan – Share video

Treasurer's Report

- Still in changeover stage from previous committee

Canteen Report

- Request for \$4000 for canteen mural. This has not been discussed before as far as P&C paying for mural. Suggestions were made to ask SRC if they had any ideas for the mural. Maybe run a competition for the design.
- We need a review of Anna's hours – Mary previously has done volunteer hours above her paid hours. Approval to increase hours and pay to 38 hours. Moved by Liz Folkard; Seconded by Sarah Ketelhohn.
- Anna has asked if P&C agree with an online ordering system to be available at the canteen for parents/teachers to order. All agree was a great idea and may increase sales at the canteen. Moved by Karen Cunningham; Seconded by Jodie Newman.
- Anna also bought up a price rise for the canteen, some items will have a small increase of only 10c up to 50c which is only due to price rises from suppliers. Moved by Sarah Bransgrove; Seconded by Karen Cunningham.

Community Liaison Officer Report

- **NSW School Updates app** - The NSW School Updates app allows parents and carers to receive operational status updates for NSW public schools. NSW families can now get notified when their school becomes non-operational, wherever they are. The app will complement the other means of communication available to parents and carers from schools and the Department of Education to ensure families receive timely, accurate information in a crisis. The app is free and available now for iOS and Android users. You can opt in for notifications about the operational status of as many NSW public schools as you choose.
- **NSW Education Parent App** - The NSW Education Parent App is a companion to the School Website Service. It displays news and events information from the relevant school websites chosen by the user. For instance, you can have the information from the public school and high school your children attend. *Our website news, events and newsletter is linked to the app.*
- **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. I have added a Staff Profile feature on the staff page. I have started to upload the captains dance to the SRC page. The School Improvement Plan video is on the home 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.
- **South Coast Register** is contacted for all our big news stories.
- **Community:** I approach businesses for donations for events such as the Sea Eagle Epic, Coondoo MTB race and breakfast club.
- Maree McNeil and I organise a thank you morning tea at the end of each year and invite all of our community partners so we can thank them for supporting our school and we present them with a certificate of appreciation. These community connections come from all aspects of

school involvement EG: work experience, volunteers at sport events and sponsors who donate to all of our events.

- Parents and students are welcome to email me any out of school achievements for publicity.
- Parents are invited to volunteer at events like Coondoo and are welcome to spectate at all sporting events.
- Emails are sent home to the preferred contact list for year groups for any important messages, reminders, or events.

Correspondence

- Unfortunately one of our Vice Presidents Aimee Brown has resigned due to personal reasons. We wish Aimee well.
- A email was received from Jeffrey Carter – he had received a cheque for \$250 from the P&C back in November 2019 but only recently went to deposit it and it was declined. It is believed to have been for support for sporting costs which are well and truly finished now. Sadly if it wasn't deposited in a timely manner that is not a P&C issue.

General Business

- Sandy Clarke introduced Harry Axford from Year 11 who is from the SRC Senior Leadership team of VHS. Harry informed the P&C the SRC has three sub committees 1) School Beautification/Environmental committee to help with a better school environment. 2) Engagement & Social Committee to help organize events, forums, fundraising, end of term celebrations, make sure breakfast club is running smoothly. 3) Fundraising/finance committee working out where the money will be best spent. Parents did suggest that if there was issues with the roster for breakfast club that some parents may be able to help. All agreed that it was great to have student, teachers and parents voices working together. As a suggestion for Harry to take back to the SRC when working with the Homeless Hub that stationery or toiletry packs may be a great donation.
- Westpac bank signatories – Jodie Newman needs to become a signatory on the Westpac Canteen account. The following needs to be removed: Neil Allen, Cheryl Harris and Fran Davis. The Cash Reserve Account also needs to be closed with the balance to be transferred into the regular working account.

- With \$67,000 in the account and with \$40,000 earmarked for the Support Bus all agreed we could only spend \$10,000 to keep the P&C in a comfortable position.
- Regarding the Support Bus, Sandy believed there as a conversation had around leasing the bus. Ruth will have a look at budgets for the school and see if things can be re-evaluated. Either way an updated quote was needed for the P&C to make a decision. \$40,000 was to remain for the Support Bus until quote was given.
- HSC Care Packs & Mugs for all Year 12 students - \$1000; Moved by Karen Cunningham; Seconded by Sarah Bransgrove.
- Year 12 Formal Tickets - \$650 was asked for to subsidise \$10 per formal ticket (total price of ticket was \$73). Moved by Liz Folkard; Seconded by Jodie Newman.
- Harmony Dyer – further to last meeting Lily O’Connor reported back that there were no current grants with Council available. Michelle Haynes-Armstrong will check with Harmony what she is doing due to many cancellations due to covid.
- Eagles Nest - \$1000 was approved last meeting, once Tracy from office sends through invoice P&C will pay.
- Nicole Higgins – Year 12 Yearbook. Nicole would like the P&C to fund the Year 12 Yearbook. Due to covid current supplier can’t fill the order, Nicole is currently seeking other quotes and believe it will be no more than \$3000. P&C agreed to fund up to \$3000 for the Yearbooks. Approved by Liz Folkard; Seconded by Jodie Newman.
- Bike Rack – this has already been approved last meeting but the P&C hasn’t received an invoice for payment. \$2650 will be invoiced and paid once invoice received.
- All other requests for payment will be saved and looked at again at the next meeting and into the new year.
- Lily suggested that writing grants is a specialist skill set and maybe it is something we can put in the newsletter to see if any parents had the skill set and the time to help with grant writing for the school.
- Jo Warren/Sandy Clarke – would like a letter of support from the P&C. Jo is liaising with Firefly (Carolyn Ardler) proposing to apply for a grant to employ a Project Officer to write grants and oversee projects. The P&C will be the

auspicing body for the grant for \$30,000, receive and pass on to Wellbeing Hub team.

- Linden Quinn contacted Jo Warren to promote awareness of the LBTGQ community at the school. They asked in any parents would like to join/contribute to the group formed. Liz is happy to help where she can.
- Michelle Haynes-Armstrong will contact all faculties that put in applications for funding to let them know that their request will be held off until next term or maybe into the new year.
- Liz – Attended NAIDOC Week assembly and was amazed at the amount of elders in attendance. Liz congratulated Renee’s address to all, which was very moving. The dancing was also amazing with the elders smiles on their faces – it was great to see. Was a lot of emotion involved in the day and the community pulled together and worked together. Well done to all involved.

Meeting closed 8.15pm

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NEXT MEETING
TERM 4 – WEEK 4 - MONDAY 25th OCTOBER 2021