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**Monday 16<sup>th</sup> March 2021**

**Commenced:** 7.00pm

**Attendees:**

Nina Santangelo, Liz Folkard,  
Michelle Graham, Jenny Moffat,  
Sarah Ketelhohn, Jodie Newman,  
Mary Nelson, Sarah Bransgrove,  
Aimee Brown, Sara Chamberlain,  
Kelly McDonald, Lily O'Connor,  
Hayley Brauman.

**Staff:** Ruth Winfield as Returning  
Officer

**Apologies:**

Michelle Haynes Armstrong, Louise  
Marr

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## **Minutes: ANNUAL GENERAL MEETING** of the Vincentia High Community Hosted by the Vincentia High School P&C

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### **Acknowledgement to Country – Nina**

### **Approval of Minutes**

Motion to approve minutes from AGM held 24<sup>th</sup> February 2020

**Motion moved - Sarah Ketelhohn   Seconded – Jenny Moffat**

### **Welcome / Thank You from President Nina (Presidents Annual Report)**

On behalf of the Vincentia High school P&C I would firstly like to commend and express the P&C's gratitude to the principal Ruth Winfield and her fabulous staff who have gone above and beyond to support the wellbeing and educational outcomes of our children in an unprecedented year of bushfires and remote learning through COVID 19. I would also like to congratulate the resilience of the student body especially Year 12 who have ended their school journey at Vincentia High and we wish them every success in their future endeavours.

The Vincentia High School Parents and Citizen 2020 had the following Committee;

President: Nina Santangelo

Vice President: Liz Folkard

Secretary: Michelle Graham

Treasurer: Louise Marr

Canteen Coordinator & Treasurer: Jenny Moffatt

I would like to thank the Committee for their attendance at Zoom meetings throughout the year and their valuable contribution and commitment to the P&C in 2020.

The Vincentia High School P&C directly benefits from the School Canteen. The amazing canteen manager Mary Nelson and her team have been doing some great things to bring healthy, delicious food to VHS school community every day! Mary Nelson has retired this year and she has spent many unpaid hours shopping for specials and home cooking to keep the food fresh, healthy and affordable. Due to her commitment the canteen has incredibly donated over

\$600,000 to the school since she started in the canteen 28 years ago. The Vincentia High School P&C would like to acknowledge and commend the tireless efforts of Mary and her canteen team and wish her a well deserved retirement.

The canteen is a valuable service provided for our students and teachers and manages to secure considerable funds from canteen sales and is directly donated back into the school via donations to the P&C, which in turn provides some things, which may not otherwise have been available, to enhance the school and it's environment for our children.

The P&C has had the privilege to provide funds for a variety of projects and departments at Vincentia High School. In 2020 funding from the P&C is contributing towards improving learning spaces around the school for example the landscaping of the Yarning Circle and the TAS gardens, the resurfacing of the basketball courts and the development of the collaborative mathematics learning spaces and the performance space. The P&C is also supporting the purchasing of music equipment, iPads, mountain bike jerseys and dance costumes as well as sponsoring the Booderee Bush Blitz event.

Other P&C goals are to contribute \$40,000 towards the cost of a new bus for the Support Unit in 2021.

This has been so exciting for the P&C to be able to support some major projects for Vincentia High and we can't wait to see them come to fruition.

Successful education of students in the 21st Century demands a partnership - teachers, students and parents working together. The P&C invites all parents and carers to participate and become active members of Vincentia High's Parents and Citizens Association.

The P&C Association meets the 4<sup>th</sup> Monday of each term. The association is informed on current issues and is given the opportunity to provide input on decisions relating to all aspects of the school. A large representative membership is going to make the P&C more effective and is very much appreciated as many important school matters are discussed and we like to know we have a representative view of parents involved in decisions. We look forward to continuing to contribute to the ongoing success of Vincentia High School and we would love to see new members in 2021!

Nina Santangelo  
President

## **Treasurer's Report**

- Louise is happy she is handing over to the new Treasurer in a positive position. \$40,000 is earmarked for the Support Bus to be purchased as soon as other funding is secured.
- With all invoices being paid, keeping in mind some will roll into 2021 accounts the following balances are in accounts: P&C Account \$27,825; Canteen Account \$86,000.
- Accountants have audited the accounts and these are available for perusal.

## **Canteen Report**

Well not sure what I can say about last year & covid, but is made an interesting year money wise that allowed us to hand over \$70,000 to our P&C Association. Job Keeper made a huge difference with payment to Anna Butler & Jen Cooke's wage to end of term 3, my wage to

the end of June & only had to pay our other 3 staff members Leisel Turnbull, Maureen Galea & Nicole Currey.

It was a great year for doing free courses, all staff members doing the food handling course, some of us just updating and the covid safe certificate.

Anna did our NSW Covid safe check in app so delivery people could enter the canteen, this was another free course. We also did individual boxes for catering which was very time consuming but was well excepted by everyone.

Unfortunately, we were unable to have volunteers with the covid safe plan but hopefully 2021 will be back to normal.

I resigned at the end of June, Anna Butler & Jen Cooke took control of the canteen and have done an exceptional job in 2020. They have done shopping in their own time, Anna set up delivery from Woolworths & uses apps to order most things online. Anna did the research into buying our new dishwasher but unfortunately has not been set up yet.

I would like to thank Jenny Moffat for being our canteen treasurer, paying wages, superannuation, tax, working out insurance and the many other things, your contribution has been very much appreciated.

Also thank you to Louise Marr who sorted out our Job Keeper payments without you this might not have taken place.

Thank you to our canteen staff, school staff and students for an unusual but outstanding year.

Mary Nelson

### **AGM Business Arising**

Request to make Mary Nelson a Life Time Member of the P&C. Nominated by Liz Folkard; Moved by Jenny Moffat; Seconded by Nina Santangelo.

Michelle Graham to fill in form and follow up with Liz Folkard's Life Member Badge as she did not receive one.

### **P&C Elections (run by Ruth Winfield – VHS Principal) Returning Officer**

Ruth Winfield declared all positions vacant.

#### **President:**

Michelle Haynes Armstrong – nominated by Michelle Graham; Seconded by Liz Folkard.  
Ruth declared President position filled by Michelle Haynes Armstrong.

#### **Vice President:**

Aimee Brown – nominated by Michelle Graham; Seconded by Nina Santangelo

Liz Folkard – self nominated

Sarah Bransgrove – self nominated; Seconded by Jodie Newman

Liz withdrew her nomination; Ruth declared Vice President positions filled by Aimee Brown and Sarah Bransgrove.

**Treasurer:**

Sara Chamberlain – self nominated; Seconded by Jenny Moffat

Ruth declared Treasurer position filled by Sara Chamberlain.

**Secretary:**

Michelle Graham – nominated by Nina Santangelo; Seconded by Jenny Moffat

Ruth declared Secretary position filled by Michelle Graham.

**Canteen Treasurer:**

Jodie Newman – nominated by Jenny Moffat; Seconded by Nina Santangelo

Ruth declared Canteen Treasurer position filled by Jodie Newman.

**Canteen Co-ordinator:**

Mary Nelson – nominated by Jenny Moffat; Seconded by Sarah Ketelhohn

Ruth declared Canteen Co-ordinator position filled by Mary Nelson.

**BANKING SIGNATORIES:**

Regarding the Vincentia High School P&C account held at Bendigo Bank, signatories that need to be deleted are Nina Santangelo, Liz Folkard and Louise Marr. Signatories added are President Michelle Haynes Armstrong and Treasurer Sara Chamberlain.

Meeting closed 7pm