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|  |  | **Thursday 23 March 2017** |
| **Minutes:** General Meeting of the Vincentia High Community |  | **Commenced:** 6.40pm**Attendees**: Peter Dooley, Paul Taylor, Liz Folkard, Jenny Moffat, Nina Santangelo (7pm), Mary Nelson (Canteen Supervisor), Steve Glenday (7.30pm), Foty Loupos (7.10pm), Cathy André (minutes)**Apologies**: Neil Allen, Holly Pastor |
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| **Approval of Minutes**Motion to approve minutes from February 2017.Motion moved - MarySeconded - Cathy**Business Arising****Staff Recognition Thank Your Cards** * Chris Rodwell: Commitment and dedication whilst performing Acting HSIE duties.
* Ali Bech: Proactive, supportive and dedicated Year 7 Advisor.
* Sandy Clark: All round awesome award. Stepping up to the position as Deputy for Special Programs.
* Tim Dunn: Huge effort in the coordination of the Honour Society Program.

**Mental Health Workshop*** Renee agreed to follow up the progress of the event with Ali Taylor.

**Newsletter Link*** Karen Cunningham has reported to Cathy that there is now a link to the Newsletter on Facebook.
* Karen was surprised by the number of parents who were not aware of the Newsletter.
* Jenny suggested implementing the School Bag app to communicate with parents.

**ABN update completed by Jenny.****Employees Mutual Policy completed by Jenny.****Sustainability*** Pete asked that staff be reminded at Executive Meetings to support a tidier playground by arriving on time for playground duty and staying for the duration of recess and lunch.

**Principal’s Report by Paul Taylor*** Aim to start using the Well Being Room next week. The room will provide students with the opportunity to practice yoga, mindfulness and meditation.
* The Honour Society Assembly was well received and saw a significant increase in parental attendance. The program has potential for growth.
* Year 7 – 10 Parent and Teacher interviews have been held.
* Year 12 exams scheduled for next week.
* Cross Country to be held Thursday 6 April.
* Year 11 Parent and Teacher interviews will be held in Term 2.
* Girls Futsal team have progressed to the State Championship
* 3 students have been selected for the girls’ soccer CHS south coast team.
* Jake Trew has been selected for the boys’ soccer CHS south coast team.

**Treasurer’s Report*** Tabled by Peter. Accepted by Cathy.

**Canteen Report*** Tabled by Jenny.
* Jenny presented a $28,000 cheque to the P&C.

**Correspondence*** Thank you letter from Jake Trew – representative soccer.
* Felton Industries Product Guide magazine.
* Alpaca Trivia Night

**General Business*** Liz congratulated Foty on his presentation at the Youth Unemployment and Jobs Forum. The presentation was well received by all and focused on the lack of transportation and TAFE programs for local students.
* Liz encouraged everyone to attend the Alpaca Trivia Night 30 March 7pm at The Huskisson.
* Peter encouraged all to attend the ‘Say no to Plastic’ Fundraiser Trivia Night. Huskisson Hall 7 April 6pm.
* Fundraiser movie ‘Bag It’ to support ‘Say No to Plastic’ campaign – Monday 27 March 7pm.
* Jenny congratulated the school on the introduction of the water filling stations.
* Jenny advised that Kerry will retire from the canteen at the end of June.
* Motion to utilise Kerry’s hours by existing staff.
* Motion moved by Jenny.
* All in favour.
* Motion moved for the P&C to fund a $250 farewell gift for Kerry.
* Motion moved by Jenny.
* Seconded by Paul Taylor.
* Jenny to investigate an EFTPOS machine for the Canteen. Mary is concerned that EFTPOS transactions will cause delays.
* Jenny reported that Mary uses her personal credit card to purchase goods for the canteen. All agreed Jenny should apply for a ‘Canteen’ credit card.
* Jenny agreed to collect all future P&C correspondence.
* Peter received a letter from a Year 7 parent concerned about the lack of communication between the school and parents. Discussion continued about introducing School Bag app. Steve Glenday agreed to look at trialing the app for Year 7 students.
* Peter raised the issue of lack of cheque signatories now that he and Rosana are no longer P&C members.
* Foty offered to run Parent Information sessions during 2017.
* Peter noted that there may be no working committee after tonight’s AGM due to lack of position nominations. Steve added that the P&C runs the canteen and if it were to dissolve the School would take over the management and this would result in a new system and possible issues with the superannuation for the canteen staff.
* Jenny suggested reintroducing parent information sessions with P&C meetings. All agreed to the following format:
* Meetings held once per term
* Meetings start at 6pm
* Begin with a 10min summary of the P&C functions
* Brief summary of the school highlights for that Term
* Reports tabled
* Concludes with Parent Information Session
 |  | **Cathy to complete cards and forward to Renee.****Carried Over.****Paul Taylor pass on Peter’s request.****Jenny to investigate EFTPOS.****Jenny to apply for a school canteen credit card.****Steve Glenday to investigate School Bag app for Year 7.** |

**Meeting closed 8.00pm**

**Next Meeting**

**Monday 15 May 6pm**