

Minutes
General Meeting of Vincentia High School P&C
Thursday 22 May 2014

Meeting Commenced 7.46pm

Attendees: Peter Dooley, Cathy André (Minutes), Fotis Loupos, Colleen Stahlhut, Rosana Nemet, Pat Thompson, Wil Edwards, Neil Allen

Apologies: Annette Bevan, Jenny Moffatt, Steve Glenday

Spelling amendments to the previous meeting minutes were noted. Minutes from Previous Minutes were adopted by Colleen and seconded by Rosana.

Business Arising	ACTION
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Staff Recognition Thank You Cards

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| <ul style="list-style-type: none">• Rosana presented last month's recognition cards. Foty will arrange to have the parent thank you cards mailed.• Cathy advised that the gift voucher is still to be sourced for Mary (canteen) and will be given to Rosana to be put with the thank you card. Cheque written by Neil for \$100 Beautyluscious gift voucher to be signed by Annette. Neil will enquire if Annette can purchase the voucher or organise forward the cheque to Rosana. | <p>Foty to arrange for the mail out of parent cards.</p> <p>Neil to have cheque cosigned and Annette or Rosana to purchase gift voucher from Vincentia Beautyluscious.</p> |
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Next Round of Staff Recognition Awards

Agreed that next round selection to be conducted at the June P&C meeting.

Principal's Report	Steve Glenday
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- The benches funded by the P&C are currently under construction.
- The Athletics Carnival was very successful.
- Year 11 half yearly exams will be held next week.
- Foty represented the school at a recent Bay and Basin Business chamber meeting. **The school is the first local High School to be invited to join the Shoalhaven Business Chamber.** The school aims to build strong relationships with local businesses to support and mentor students and reinforce a positive image of the school and its students.
- Recruitment agencies such as Indigenous Habitat have been engaged to work one on one with students to develop student profiles for employment.
- Parent Workshops are gaining momentum (11 attendees at tonight's Workshop) but suggestions were offered to improve parent communication – **refer to following Parent Communication section.**
- Aboriginal Education Consultative Group has requested Foty to present Parent Workshops to indigenous communities in Wreck Bay and Sanctuary Point.

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- Primary schools have held meetings with Foty to discuss how workshops can be presented in their schools. P&C agreed that the primary schools are welcome to attend the High School presentations but that it was not necessary for these workshops to be repeated at the primary schools.
 - University preparatory program going well. The school has developed strong links with both the University of Canberra and Wollongong.
 - **New initiative.** TAFE are providing a free bus service to collect and return 15 students to attend the TAFE automotive course. TAFE have indicated they would be keen to run the course out of the school if a shed / compound was provided. TAFE advised they would fund the fit out of the shed to support the needs of the course.
 - A recent act of vandalism has resulted in numerous broken windows and significant damage to the school bus.

Parent Communication- Workshops

The P&C confirmed that the Parent Workshops was an initiative to engage parents and students and an opportunity to promote the benefits of the school and encourage P&C support and involvement. The school had agreed to use a number of communication tools to support the P&C Parent Workshops. The P&C raised concerns in relation to this support including:

- To date the Term 2 Newsletters had not been uploaded onto the School's website.
- It was acknowledged that parents who request the Newsletter to be sent via email had received the Term 2 issues; however the Workshops were not mentioned in these publications.
- The Facebook page made no reference to the Workshops.
- The front office staff had no knowledge of the Workshops when a parent rang to enquire and had to investigate to offer confirmation.
- 50% of the P&C had not received the promotional postcard in the mail.
- Unsure if the feeder primary schools had been invited to promote the Workshops in their newsletters or mentioned at their P&C Meetings.
- The Workshops had not been promoted on the Communication board at the front of the school.

Peter Dooley agreed to send an email to the Principal on behalf of the P&C to highlight these concerns and seek assurance that support would be provided to promote future scheduled Workshops.

Foty to follow up with Steve Glenday.

Peter Dooley to email Steve Glenday with concerns.

Treasurers Report

Neil Allen

- On behalf of the Treasurer Neil Allen, Cathy tabled the financial report 1 February 2014 to 1 April 2014. Rosana moved for the Treasurer Report to be accepted.
- Signatory authorisation form given to Peter to sign.

Canteen Report

Jenny Moffatt

- March 2014 Canteen Report and financial statement emailed to Cathy and tabled.

General Business

- Pat enquired if there was a second hand clothing arrangement for school uniforms. Foty confirmed that the uniform shop is independently run. Foty advised that the school has a pool of second hand clothing available for families under hardship. Pat suggested that there should be an option for clothing to be resold at the school to support recycling and affordability. Foty proposed that the Retail Services Program could support this idea as part of their business model.
- Rosana enquired if there was any progress with the bike shed. Foty to follow up with Steve.
- Wil Edwards congratulated the school for its focus and commitment to support students. Wil said *"this school is outstanding"* and made special mention of the Homework Centre, the Careers Department and the Music department.
- In light of the scholarship support provided by Bendigo Bank, Pat enquired why the Commonwealth Bank was the preferred bank for the P&C / Canteen. Peter understands it was for security reasons as the Commonwealth is the only bank that could collect monies from the school grounds. Foty to confirm with Steve.

Foty to investigate second hand uniform options with Steve.

Foty to follow up progress of bike shed with Steve.

Foty to forward Cathy contact details of the relevant departments.

Foty to confirm bank details with Steve.

Correspondence

- Bank statements / term deposits.
- Invitation to support the Royal Farwest Literacy appeal. Decision to be held over to the next meeting.

P&C to decide on participation in Royal Farwest appeal.

Meeting Closed 9.04pm

NEXT PARENT WORKSHOP
Rites of Passage
THURSDAY 26 JUNE 2014 6.00PM

NEXT P&C MEETING
THURSDAY 26 JUNE 2014 7.30PM

Both meetings will be held in the Library