

**Minutes**  
**General Meeting of Vincentia High School P&C**  
**Thursday 30 October 2014**

Meeting Commenced 7.50pm

**Attendees:** Annette Bevan, Peter Dooley, Rosana Nemet, Cathy André (Minutes),  
Fotis Loupos, Paul Taylor, Pat Thompson, Neil Allen, Holly Pastor

**Apologies:** Colleen Stahlhut, Angie Jenkins, Steve Glenday, Jenny Moffat

Previous Minutes were adopted by Rosana and seconded by Peter.

<b>Business Arising</b>	<b>ACTION</b>
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Staff Recognition Thank You Cards

P&C identified the following recipients for the next round of Staff Recognition cards:

- James Von Stieglitz – Principals Cup soccer award.
- Mark Foster – long commitment to education.  
Acknowledged for his great attitude to teaching, sense of humour, bus driving and Hawaiian shirts.
- Mardi Morris – Promotion of Enlighten workshop for girls.  
Resilience in organizing Year 8 School Camp Version 5.
- Graydon Smith – ‘The man who gets things sorted’.  
Commitment to helping others via training, extension maths classes and the homework centre.

**Rosana**

Banking

- Paul Taylor tabled a response from Mary (Canteen Manager) in relation to moving the Canteen funds to the Bendigo Bank. Mary would like to maintain the current Commonwealth account but is happy for the Long Service fund to transfer to Bendigo.
- The Canteen Long Service fund is due to roll over 21/12/2014.
- Neil advised that the P&C Term Deposit is due to roll over 28/1/2015.
- Pat provided Bendigo Bank account application paperwork.
- Pat moved to transfer the P&C account and Canteen Long Service account to the Bendigo Bank.
- Agreed that the transfer is a symbolic gesture to recognise the support provided by Bendigo Bank to the school and its students.
- The motion was seconded by Cathy.
- All agreed to delay the transfer of the Long Service account until approval has been sought from Jenny Moffat.

**Neil to manage the transfer of accounts.**

**Discuss Long Service Canteen account with Jenny Moffat at the next P&C meeting.**

Parking – Drop Off Zone

- Drop off zone is now clearly identified by painted lines. Pedestrian crossing has been added.
- Fencing will be installed during the holidays which will include drop off and parking signage.

- Fencing will include a front gate to assist in handling parking issues.
- Follow up required on whether information has been updated on the school's website and facebook page.
- Steve Glenday confirmed that future signage advertising by local businesses, considered appropriate by the school and P&C was acceptable.
- Pat Thompson provided information on LED screens and transportable LED boxes to use to promote events at the school. Information forwarded to Paul Taylor.

**Paul Taylor to check facebook and school website for parking information.**

School Website Calendar

- Karen Cunningham confirmed with Paul Taylor that events were uploaded to the website from the school calendar.
- Paul has advised staff to ensure variation paperwork is promptly updated so the calendar can be adjusted.
- Karen has given Paul access to update the website in her absence.
- Agreed that care should be taken with the description of events on the site such as Year 12 assembly should have read Year 12 Graduation Assembly.

Lighting for Special Events

- Steve advised Paul that lighting was kept at a minimum after hours for security issues.
- Cathy highlighted that the lightening was necessary only during special events such as parent interviews and that there was a risk of someone sustaining an injury.

**Cathy to send and email to Steve outlining concerns.**

Ann Sudmalis Visit

- Holly advised that she is meeting with Ann Sudmalis 31/10/2014 to discuss future funding arrangements.
- Holly asked the P&C what issues / requests they would like taken up during the meeting.
- P&C wish to inform Ms Sudmalis of their strong concerns in regards to the funding removal for a Bay and Basin Community Resources social worker and that they reject the Federal Governments planned replacement Chaplaincy program.
- No wish list has been forthcoming from Steve Glenday.

**Pat & Foti to prepare a letter to Ms Sudmalis addressing the P&C's concerns with the Chaplaincy Program and funding needs.**

**Foti to follow up wish list with Steve Glenday.**

**Principal's Report**

**Paul Taylor**

- Vincentia High hosted 40 Principals at this year's Illawarra and South Coast Region Principals' Conference. Students' behavior and actions provided a very positive image of the school and they should be congratulated. Hospitality students received a 1 min applause from the Principals. SRC were wonderful ambassadors on the day. Great PR for the school. Some Principals have already arranged to send their staff to Vincentia High to work with and learn from our teachers.
- The bike shed is fully operational and looks fantastic.
- All teachers have been signed off for their TAR & EAR reviews.

- HSC exams are progressing well.
- The school has accepted a number of new enrolments this term particularly in the senior school.
- Kiama and Shoalhaven Community College has provided the fully funded Certificate III in Fitness for the school's INVEST students. The certificate is valued at \$2,500.
- The school is currently hosting a number of practical teaching students. This is always a positive program for both the students and staff.
- The Staff Development day will be held on Thursday 20 December.
- Next year's timetable is under development.
- The school recently hosted members of the Bay & Basin Business Chamber. Vincentia High is the only school in the Shoalhaven that is a member of both the Bay & Basin and Shoalhaven Business Chambers.
- All Year 10 students have been interviewed for their Year 11 electives.
- INVEST Program interviews to be held this week.

**Cathy to send a letter of appreciation to the college.**

#### **Treasurers Report**

- Report tabled by Neil.
- Insurance Certificate of Currency completed.
- Audit prior to AGM March 2015.

**Neil Allen**

**Neil to contact BOSCO accounting in preparation for annual audit.**

#### **Canteen Report**

- September report emailed by Jenny Moffat. See attached.

**Jenny Moffat**

**Jenny Moffat**

#### **General Business**

- Rosana raised the concern that the Senior School Philosophy program had been stopped. P&C members seek the support of the Principal to continue these classes based on the positive outcome testimonies of students and their parents.
- Annette Bevan thanked Foti, Holly and the Bay & Basin's Community Resources team for their continued support in running the Parent Workshops. P&C agreed to support them to run the program again in 2015.
- P&C confirmed that they will fund the end of year awards and the catering for the evening of 2/12/2014.

**Paul Taylor to raise concern with Steve Glenday.**

**Foti & Holly to plan Parent Workshop Calendar for 2015.**

**Rosana to forward a thank you card to BCCR Team.**

**Holly to follow up with Gary Worthy on award funding details.**

#### **Correspondence**

- Enlighten Workshop – funding request. ***P&C agreed to contribute \$2,000 towards the Enlighten Workshop for Year 7 & 8 girls.***
- Baker's Delight – Christmas Tart drive. ***Information forwarded to Paul Taylor.***

**Paul Taylor to upload Baker's Delight information on to website.**

**Meeting Closed 9.16pm**

**P&C XMAS PARTY**

**PLEASE NOTE CHANGE OF DATE**

**THURSDAY 4 DECEMBER 2014**

**6 - 6.30PM**

*The Waterhouse*

*Food orders from the bar (tapas style)*