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# Minutes: General Meeting of the Vincentia High Community

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**Thursday 24 November 2016**

**Commenced:** 7.05pm

**Attendees:** Peter Dooley, Paul Taylor,  
Pat Thompson, Nina Santangelo,  
Rosana Nemet, Neil Allen, Cathy  
André (minutes),

**Apologies:** Jenny Moffat

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## Approval of Minutes

Motion to approve minutes from October 2016.

Motion moved - Neil

Seconded - Cathy

## Business Arising

### Staff Recognition Thank Your Cards

- **Gabrielle Keogh** – Acting English Head Teacher and dedication to role as Year 10 Advisor.
- **Carrie Macintyre** – Coordination of Year 10 & 12 formals.
- **James Von Steiglitz** – Well wishes for 12 month leave and thank you for overall dedication and support in his role as HSIE acting Head Teacher.
- **Mr Fox** – awesome KLA leader.
- **Tim Dunn** – recognition for taking ownership of the Award Scheme.

### Insurance Policy Review

- Pete confirmed that the P&C insurance needs to remain separate to the Canteen insurance as this relates to employee wages.

### Mental Health Workshop

- Pete tabled Ali Taylor's letter proposing to postpone the Dan Hunt Parent Workshop until Term 1 2017 due to lack of time.
- Workshop will be offered to the wider community.
- Cost x1 1hr 25min Resilience Workshop = \$500.
- Motion moved by Neil to provide \$500 to pay for the workshop. Rosana seconded the motion.

- Paul agreed that Ali would follow up and coordinate with Dan Hunt.
- Agreed on 6.30pm for 7pm start time.
- Agreed the workshops should be advertised via:
  - Facebook
  - School website
  - Newsletter
  - Flyer
  - Electronic signboard

### **Principal's Report by Paul Taylor**

- Steve Glenday currently on leave.
- Positions to be filled include:
  - Deputy Principal (replaces Tony Lane)
  - X2 Special Education Teachers
  - X1 PDHPE
  - X1 HSIE
- Successful Year 12 formal.
- Year 10 survived the 'Survivor Walk'.
- ABusiness Week begins.
- Year 10 Welcome to Senior School held second last week of term.
- Presentation Day held last week of term.

### **Treasurer's Report**

- Tabled by Neil. Accepted by Cathy.
- Neil confirmed that he had advised Jenny to collect the business statement.
- Cheque supporting Jake Trew's soccer expenses has been received.

### **Canteen Report**

- No report tabled.

### **Correspondence**

- P&C magazines.

### **General Business**

- Nina raised the issue of intermittent problems accessing electronic payments. Paul advised that a new system is due to be implemented which should resolve this issue in Term 1 next year.
- Rosana advised that she will be stepping down from the Secretary role in 2017.

**Cathy to request Oct/Nov canteen reports from Jenny.**

- Pat suggested implementing targets to reduce copy paper. Paul believes copy paper in the school has reduced in the past five years but couldn't provide firm numbers. All agreed that 'Sustainability' should be added as an ongoing agenda item.
- Nina asked for a greater focus on advising parents of current communication platforms such as Moodle.
- Pat raised the ongoing issue of litter throughout the school, particularly in the senior student carpark.
  - Rosana noted that consistency from staff and students is required to implement any litter program
  - Paul suggested the implementation of green bins to the area
  - Pete added that any pathway needs a teacher to drive the program and that positive examples from other schools should be investigated
  - Nina suggested the implementation of a student incentive.

**Cathy to add Sustainability as a future agenda item.**

**Principal to provide greater advice of parent communication platforms like Moodle.**

**Meeting closed 8.42pm**

**Thursday 23 February 2017**