
Minutes: General Meeting of the Vincentia High Community

Thursday 28 July 2016

Commenced: 7.05pm

Attendees: Peter Dooley, Steve Glenday, Pat Thompson, Mary (Canteen), Colleen Stahlhut, , Cathy André (minutes),

Apologies: Neil Allen, Nina Santangelo, Rosana Nemet

Approval of Minutes

Motion to approve minutes from June2016.

Motion moved - Pat

Seconded - Steve

Business Arising

Canteen

- Mary reported that her team is very happy with the new computer.
- Pete reported that Dan from Bosco Accounting had recommended Xero Accounting System as the best software option for both the Canteen and the P&C Treasury.
- Pete provided an overview as per Jenny Moffat's feedback (please see attached).
- Pat made a motion to purchase the Xero Accounting System. Cathy seconded the motion.

Pete/Neil to purchase Xero Accounting Software.

Staff Recognition Thank Your Cards

- **Libby Ryder** – Primary School Creative Arts day coordinator.
- **Sarah Cunningham** - Primary School Creative Arts day coordinator.
- **Josh Barkwith** – Coordination of Music Ensemble Day
- **Ty Langford** - Coordination of Music Ensemble Day
- **Sue Edwards-Catt** – Appreciation for her efforts as a canteen volunteer.

Community Engagement

- Pizza Night
 - Friday 9th September 2016 from 5.30pm.
 - School will provide pizzas for free.
 - Steve confirmed staff will support the event.
 - School wine will be sold on the night.
 - Agreed that RSVPs will be collated from the Facebook event page.
 - Agreed on the following promotional tools:
 - Facebook event page
 - Website
 - Newsletter
 - Local Radio
 - Electronic Board
 - All members to invite at least five friends or family members.

Cathy to ask Karen to promote Pizza night as a Facebook event, on the website, newsletter and electronic board.

Pete/Steve to ask Megan Goerloch to promote the Pizza night on BCCR local radio (Brad Slaughterhouse).

Traffic Conditions

- Letter to Transport NSW prepared by Pete in consolidation with Steve presented. The letter requested 40km zones changed to reflect school hours and an extension of time for traffic lights.
- Agreed for Pete to issue to Transport NSW and Cathy to forward a copy to Shoalhaven City Council.

Pete to send letter to Transport NSW.

Cathy to email a copy of the letter to Council.

Threatened Species Mentor Project – Litter Reduction Campaign

- Agreed to support the project with a \$100 Boobooks gift voucher.

Neil Allen to provide \$100 cheque made out to Boobooks.

Steve to arrange for Threatened Species team to present to SRC.

Steve to arrange for litter campaign PowerPoint presentation to be shown at the Executive meeting.

ENews

- Pete reported that in addition to Jocelyn Oxley, Paul Taylor had also reviewed ENews – a communication tool to engage parents and staff.
- Paul advised that the product has merit but that the school is currently in the process of an extensive system change which may result in improved communication options.
- Pete recommended that until the changes are made the review should be placed on hold and that funding would be better spent on the Xero Accounting package.

Principals Report

- HSC trials begin 15 August 2016.
- Year 12 reminded that school fees must be paid for permission to attend the end of year Formal.
- Currently focused on improving poor student behavior demonstrated by some students in the first weeks of Term 3.
- Performing Arts Ensemble positively received.
- Year 10 attended the Careers afternoon at the University of Wollongong Shoalhaven campus.
- Staff lunch room has been refurbished to accommodate staff training sessions.
- Student toilets will be given a complete overhaul before the start of Term 1 2017. This will included polished steal mirrors and soap dispensers.
- 2017 student leaders inducted Week 4.
- Jake Trew has asked for financial assistance to attend the all-schools State soccer competition. The school's policy allows for a contribution of \$250 for state events. Cathy moved a motion for Vincentia High Community to contribute \$200. Pat seconded the motion.
- **Funding Requests:**
 - o X3 water filling stations – approximate cost including installation \$15,000. Stations to replace old, poorly designed, leaking bubblers. Stations will allow easier filling of water bottles.
 - o Polished concrete floor to be laid from the front office to the start of A block including the canteen area – approximate costs \$22,000. Floor will offer a solution to chewing gum stains and offer a cleaner, tidier appearance. The floor will take five days to lay and should be completed during the January holiday period.
 - o Pat Thompson moved a motion to accept both funding requests. Cathy seconded the motion.

Neil to organise a \$200 cheque made out to Jake Trew.

Treasurer's Report

- Tabled by Cathy on behalf of Neil. Pete accepted the report.

Canteen Report

- Report tabled. Steve accepted the report.

Correspondence

- \$1,203 insurance paid.
- Steve declined to support the Heritage Estate grant due to limited resourcing.
- State Association meeting / workshop to be held in Nowra.

Pete to review insurance policy.

General Business

- Mary presented a \$30,000 cheque from funds raised by the canteen to Vincentia High Community (P&C). Pete accepted the cheque and thanked Mary and her staff for their continued support. Agreed to promote the support of the canteen on Facebook and in the Newsletter to remind parents that canteen funds contribute greatly to school funding of improved infrastructure, awards and student programs. This is also an opportunity to advertise the need for canteen volunteers.
- Steve reported that Mykala Stynes and Cody Ingham had recently attended a Leadership workshop funded by Bendigo Bank (Wendy Bennett). Unfortunately the students were disappointed with the event. It was agreed that Bendigo Bank should be thanked for their support in the next Newsletter.

Pete to liaise with Karen to promote the Canteen.

Karen to highlight the Bendigo Bank's support of the leadership program in the newsletter.

Meeting closed 8.15pm

Next Meeting (please note a change due to mountain bike event)

TUESDAY 23rd August 2016 7pm

In the Library