

**Minutes
General Meeting of Vincentia High School P&C
Thursday June 27 2013**

Meeting Commenced 7.35pm

Attendees: Jenny Moffat, Colleen Stahlhut, Peter Dooley, Neil Allen, Rosana Nemet, Sonja Hammond, Steve Glenday (Principal), Cathy André(Minutes)

Apologies: Annette Bevan, Karma Fiez

Minutes of the previous meeting were adopted. Moved Cathy, seconded Rosana.

BUSINESS ARISING

ACTION

Staff Recognition Thank You Cards and Lunch

- Rosana advised that the thank you cards had been purchased but that her enquiries to Adrian at the School Bush Café had been unanswered.
- Steve confirmed that the Bush Cafe provides a lunch every Wednesday.
- Steve believes the awards will be positively received by the staff.
- Jenny confirmed that the cost of lunch plus coffee is \$7.50.
- Senior Administration Officer to invoice the P&C.
- Agreed that Steve will award two cards per week.
- Awards to be promoted in staff bulletin, school newsletter and on the school website. Photo of staff enjoying their award and request for future nominees from students, staff and parents to be included.
- Next round of awards to be put forward at July meeting.

Steve Glenday to advise
Rosana Nemet to follow
up

Steve Glenday &
Jenny Moffat

P&C

Grants

- A grandparent in the community has volunteered to attend to the task of attracting grant funding.
- P&C requested that they be advised of successful applications.

Jenny to confirm
volunteer's name

Steve Glenday

School Bus

- Steve advised that it is not viable to publicly lease the School bus due to insurance policy restrictions. He is currently in discussion with the NRMA.

- The signage will be similar to the school trailer design.

Aim to complete by end of July in preparation for Mountain Bike Championships

Showcase

- Steve advised that Aeroskills were represented at the Year 11 & 12 information night and not Showcase as communicated in the previous minutes.

Cathy Andre to revise May minutes

Vacant Secretary Position

- Sonja Hammond nominated Rosana and Cathy as joint holders of the Secretary position.
- Position accepted.

School Orientation

- Steve acknowledged that he had received some negative feedback from the community in response to the Orientation presentation and agreed that the school wasn't effectively communicating the school's varied achievements to the broader community. The focus for the next 18 months will be to sell what the school can deliver. The School Art Exhibition at the Lady Denman Museum was given as an example.
- In response to the feedback there will also be a focus on cleaning up the A Block classrooms including new carpet, painting and desk repairs.

PRINCIPAL'S REPORT

- Steve thanked Paul Hogan, Petra Greyling and Maryanne Tebbitt for performing higher duties whilst he was on leave.
- Morning roll call will be held in separate areas for the different learning stages.
- Programs
 - \$200,000 funding granted for literacy program
 - Guaranteed funding until the middle of next year
 - 'ALARM' supports essaying writing and will focus on Years 7,8, 11 and 12
 - The 'Dare to Leave' Aboriginal program will BE reviewed in Week 3 by staff, parents and the P&C
 - 'Positive Behaviour In School' program will address how students can communicate positively and respectfully.
 - Invest Program will run again in 2041. 17 students currently involved in this program.

Term 3

- Year 12 Trials will be held in Term 3.
- The restaurant requires a solid week of work to be completed.
- There will be a focus on Stage 5 learning expectations in Term 3.
- The SRC has submitted a proposal for a new lockable bike shed.
- Considerations will be made over the next 18 months to improve the delivery of the VET program.

Steve Glenday to follow up quote with Southern Cross Garages

TREASURER'S REPORT

Sonja Hammond moved for the financial report to be accepted. Accepted. See attached.

CANTEEN REPORT

Jenny Moffatt supplied the financial statements for the canteen. Attached.

GENERAL BUSINESS

Staff Development Day

Steve Glenday reported that the Staff Development Day will be held in the Botanical Gardens to incorporate the Aboriginal Cultural Awareness program. All P&C members welcome .

Website

Sonja requested that the school website be updated with new P&C member details.

Jenny Moffat

Funding Wishlist

1. Senior area requires more seating and a covered area.
2. Create an additional computer area between library and A11.
3. Cover built over basketball courts. Estimated cost \$1000,000 - \$2000,000.

Steve Glenday to confirm costs

"Twenty Great Achievements for Twenty Years"

Peter Dooley proposed that the school celebrate its 20 year anniversary by promoting "Twenty Great Achievements for Twenty Years". The event would recognise students, teachers, school achievements.

Steve Glenday and all members of the P&C supported the proposal. Agreed that the event should run after the HSC has been held. Sonja Hammond put forward a list of ideas to support the event including a Picnic Day.

P&C to determine viability at July meeting

It was agreed that a working committee needed to be formed to organize the event and that it would be beneficial to invite former teachers, including Chris Grounds, to join this committee. Peter Dooley and Sonja Hammond volunteered to be a part of this committee.

Peter Dooley to approach Chris Grounds

Year 12 School Present

Sonja Hammond suggested additional outdoor tables and seating.

Steve Glenday to confirm cost

Tour of Library

At the next available P&C meeting, Steve Glenday will take the committee on a tour of the library to view recent changes.

Steve Glenday

Art Exhibition at Lady Denman

Steve Glenday asked the P&C to help promote the exhibition to the wider community. The school's aim is to make this an annual event. The school has submitted a proposal for future exhibition dates and is waiting on a response from the Lady Denman.

Year 6 Transition Program

Steve reported that the school had sufficient funds to provide transition programs for local area Year 6 students however conflicting primary school activities often impeded the courses. He confirmed that Debating, Music, Art and Triathlon programs were run.

The Federation of P&C Association Website

Sonja reported that the Australian Charities and Not-for-profits Commission (ACNC) is the new independent regulator. The ACNC has requested current P&C information.

Sonja Hammond to submit form

Laptop for P&C

Steve Glenday agreed to provide a laptop for the P&C to use for minute taking.

Steve Glenday to source in time for next meeting

Cheque Authority

New signatories required for cheques.

Sonja Hammond

CORRESPONDENCE

Sonja Hammond tabled the correspondence received including:

- PAYG group certificates
- Australian Business Registration
- Call for National Teaching Award nominations

Jenny Moffat
Jenny Moffat

Meeting closed 9.10pm

Next Meeting: 7.30pm Thursday 25 July