

Minutes
General Meeting of Vincentia High School P&C
Tuesday 28 March 2015

Meeting Commenced 7.45pm

Attendees: Annette Bevan, Peter Dooley, Rosana Nemet, Cathy André (Minutes), Steve Glenday, Pat Thompson, Kerry Wright, Renee Gilbert, Colleen Stahlhut

Apologies: Neil Allen, Jenny Moffat, Holly Pastor, Fotis Loupos

Previous Minutes were adopted by Peter and seconded by Rosana.

Business Arising	ACTION
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Staff Recognition Thank You Cards

Rosana presented the March staff recognition cards to Steve.

Steve identified the following recipients for the next round of Staff Recognition cards:

Rosana

- Jackie Copeland – ANZAC Day Ceremony coordination
- James Von Steiglitz – ANZAC Day Ceremony coordination
- Mark Swanson – School Development Day and ANZAC Day support
- Gary Brady – School Development Day coordination

2015 Parent Workshops

- The P&C thanked Holly Pastor for presenting the first Parent Workshop.
- The P&C discussed ways to promote the workshops. It was suggested that future Workshops could be advertised as **Information Seminars** rather than Workshops.
- Steve agreed to encourage Teachers at the next staff meeting to discuss the Workshops with parents during parent teacher interviews next Tuesday 5 May 2015.
- Steve to confirm current status of Postcard Distribution.

Steve Glenday to encourage teachers to promote Workshops at the Parent Teacher Interviews 5/5/2015.

Steve to confirm postcard distribution.

Canteen Constitution

- Kerry reported that Rosana and herself had reviewed the P&C Federation's Sub Committee Constitution but there did not appear to be any reference to a specific Vincentia High (VHS) P&C model.
- Steve suggested Jenny Moffat may have a copy of the document. Steve agreed to follow up with a previous treasurer (Pip) and Jenny Moffat. ***Cathy has since contacted Jenny and she does not have a copy of the constitution.***

Steve to contact Pip to source VHS P&C Sub Committee Constitution.

Parent Liaison Officer

- Pat presented the revised Volunteer Request Form. Minor changes were made including the request to return the form to the Roll Call teacher. Pat will forward the final copy to Cathy to add P&C letterhead (see attached).
- Steve agreed that the school will distribute by mail and add a link on the P&C page of the school website.
- Pat reported that he met with Anne Glenday again to discuss the volunteer program. He proposed that once volunteers had put forward their names, the relevant faculty would be contacted and an outline of the support required distributed.

Cathy to finalise letter.

Steve to arrange postage.

Steve to arrange link on school website.

Principal's Report	Steve Glenday
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- It has been a busy start to Term 2.
- Felix Bachmann is leaving the school in week 5 to take up the position of Deputy Principal at Norfolk Island High School. The school is in the process of finalising a replacement.
- The ANZAC Ceremony was spectacular. The school receives over \$8,000 in scholarships from RSL sub branches and the Vietnam Veteran involvement this year may encourage additional support. Special mention was made to the organizers Jackie Copeland and James Von Steiglitz.
- Simon Birmingham, Assistant Education Minister, is visiting the school next week to learn about the school's INVEST program and post school career outcomes. The Minister is interested in utilising INVEST as a lighthouse project for other schools. Steve will take the opportunity to discuss the Federal Government's funding cuts to the school's Ranger program, another recognized lighthouse project.
- The literacy evaluation for years 7 to 10 in first term is showing good results. There are more students positioned in the highest literacy continuum band than previous years.
- The Men Shed program continues.
- Ally Taylor has been employed to run Yoga classes for seniors and Special Education classes.
- Flexible Learning Centre will begin in 4 weeks time.

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- Wollongong University is offering workshops for Years 10, 11 & 12 during the school holidays. Some students will be funded to attend.
 - Year 8 Treetops excursion scheduled for this week.
 - Alpacas have achieved success in all shows.
 - Chook showings begin Saturday 2 May.
 - The School Development Day was run with our partner primary schools. Bruce Sullivan was the guest motivational speaker. The workshops were beneficial. It was an opportunity to showcase the high school which included the canteen's appetizing catering. The canteen staff must be congratulated for their efforts. Mental health and the Mind Matters program was the focus of the day. This program is beginning to make a significant difference and has been demonstrated by the healthier engagement between staff and students.
 - The Hall walls have been painted. Rails are in the process of installation.
 - The fence is scheduled for completion on Friday 1 May. There are six gates for fire access. These gates will be locked.
 - P&C funding request deferred until the next meeting due to the change in programs the school is planning to run.
 - Cathy raised the issue of planned parking changes with the construction of Woolworths. Steve advised that he was meeting with the construction company this week. Property Manager, Kevin Angar has taken up negotiations with Woolworths since notice was given that the agreed left hand turn out of the school grounds and additional car park spaces were no longer in the final plan. Kevin has also been in discussion with Council representatives.

Steve to present funding request at the May meeting.

It was agreed that Rosana and Peter would draft a letter to the Mayor and all Councilors raising the P&Cs concern that changes to the road and car park area would increase the risk to student, staff and public safety.

Rosana & Peter to draft letter to Mayor & Councilors.

Treasurers Report	Neil Allen
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- Treasurer Report tabled. (see attached)
- A motion was previously passed by the Vincentia High School P and C Association to change our Bank Account to the Bendigo Bank. The account is to be a cheque account with a cheque book provided. The account will have 5 Signatories who will be Neil Allen, Annette Bevan, Peter Dooley, Rosana Nemet and Cathy Andre. Any account transaction will require any two of the nominated signatories to sign. The treasurer Neil ALLEN can have VIEW ONLY internet banking access to this account.

Neil to arrange Bendigo Bank transfer.

A motion to accept the signatory nominations was moved by Annette and seconded by Rosana.

Canteen Report

Jenny Moffat

- Canteen report tabled. (see attached)

Correspondence

- BOSCO reminder. This has since been paid.
- Cathy thanked Kerry Wright for providing a protocol checklist for future AGMs. Cathy confirmed that the P&C Federation had been updated with the VHS P&C committee details. Cathy added that this helped to identify that the P&C was not listed on the Australian Charities and Not-for-Profits Commission register. Lorrain White from the Federation confirmed that this is compulsory. Kerry and Cathy will aim to update the register before the next meeting.

Kerry & Cathy to upload details to the ACNC register.

General Business

- Kerry advised that the African Choir was performing on Thursday 7 May in the school hall. Kerry raised a concern that the performance ran in conjunction with a Council Development & Operational Plan consultation presentation. ***The Council meeting has since been rescheduled for 13 May 2015.***
- Steve informed that the Winter Ball tickets would be advertised next week at a cost of \$95.
- Steve added that new uniforms would be available the middle of Term 3.
- Peter thanked Kerry for providing a link to the School Plus website <http://www.schoolsplus.org.au/what-we-do/> - a national educational charity. Kerry volunteered to coordinate a teleconference with Schools Plus and the P&C.
- Peter added that the representative from Mountain Bike Australia had contacted him to enquire about funding a local school mountain bike event. Peter confirmed that Vincentia High coordinates such an event – The Coondoo Classic. Mountain Bike Australia is keen to support this event which will offer national recognition in magazines etc. Peter is referring the matter to Cath Boyce for follow up.
- Rosana has registered the P&C's support for the igiveagonski campaign.

Meeting Closed 8.27pm

TUESDAY 26 May 2015 – The Library

6.00PM PARENT INFORMATION SEMINAR

How the Mind Works

7.00PM P&C MEETING