



## **Minutes of the General Meeting held 4<sup>th</sup> April 2012**

**Attendance:** Sandra Hamer, Leanne Jones, Trevor Liu, Vickie Osborne, Geoff Hastings, Sarah Veilande, Melanie Baines, Jenny Arthur, Mandy Irwin, Darlene Macri, Carol Neary, Wendy Inwood, Manuela Giovenco, John Browett, Margaret Sewell, Damien Allan, Lyndall Ross (minutes)

**Apologies:** Gillian McNarey, Bev Nancarrow, Warren Aubin, Craig Petersen, Denise Chapman, Jenny Stirling, Gaye Dunshea

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**Meeting Opened:** 7.35pm

### **Special Business:**

- Denison College Online Learning Coordinator, Damien Allan, gave an informative overview of the development and uses of Moodle
  - Students have been given log in details – user name is usually firstname.surname with a standard password – however details can be requested again if there are any issues
  - Denison College Online should be listed in “favourites” on student laptops
  - Cookies must be enabled in your browser
  - Development is slow to ensure that the resources on the site are thorough – aiming for 2-4 new subject areas per year

**ACTION:** *Geoff and Damien to investigate if there would be a way for parents to be able to have access (e.g. through Millennium) to review content and student performances.*

### **Acceptance of March Minutes:**

The Minutes were accepted as a true and accurate record.

Moved: Wendy Inwood      Seconded: Jenny Arthur      Carried unanimously

### **Business Arising:**

- School rep uniform items. Geoff has asked staff and representative groups to further develop an idea of what they want; keeping in mind that we are trying to limit too many variations to the standard uniform. The need for the school embroidery machine will be determined when it is clear what is wanted by rep groups.
- Auditing. Gillian gave Wendy contact details for Jo Bright and Jo has now been engaged to review the P&C accounts. The initial cost was \$158 and Wendy noted that this was a considerable saving for P&C on formal accounting fees.
- Canteen operations. The menu for the canteen is now on the school web site. A new menu and price structure will be available in Term 2.
- Programs for feeder school students. The Yr 5 program is only intended as an extension in science for more capable students. As BHC don't test for admission to the program and rely on the home school to select appropriately, parents with concerns about equity of access to the program should discuss it at their Primary School.
- Gym. It is not clear if Craig has submitted a revised submission reflecting current and predicted student numbers. The P&C needs to encourage all the school community to maintain pressure for the gym, especially with the local member, Paul Toole.

- Administration. Geoff reported that staff in the front office are trying a new script when answering the phone. Discussion occurred about the need for these staff to have early and up to date information to give parents – recent examples included them not knowing about or having information about excursions and immunisation.  
**ACTION: Geoff to review systems and encourage timely communication.**
- Flood plan and bus services. Carol reported that she discussed the bus route with Sharon at Newmans coaches. Sharon reported that it would be difficult to change the main circuit and meeting point at Kelso as the majority of buses (n=9) travel to the east of the Bathurst. Newmans requested a copy of each schools flood plan when it is available and lobbying to seek priority assistance from the police when there are issues such as floods impacting on students and their bus services.  
**ACTION: Carol to write to Peter Harvey seeking the development of a policy that suits all local schools and possibly a Memorandum of Understanding with the Dept of Transport**
- Meeting at Aquaculture Centre. It was decided to hold the next P&C meeting at the aquaculture centre (at the back of the Ag farm in Browning Street).

#### **Correspondence:**

- **In:** Account for \$382 for repair to the fridge in the canteen. Geoff advised that this will be paid for from the Canteen funds.
- **Out:** P&C Annual Association Record

#### **Presidents Report:**

- Carol reported that her main actions on behalf of the P&C in the last month were to do with the flood plans and bus services – as reported in business arising.

#### **Treasurers Report:**

- As presented by Wendy Inwood:

*Firstly a huge thank you to Gillian for letting us use Eglinton Public School's bookkeeper, Jo Bright, to look at our financial records for 2011. Jo did a great job and charged \$500 less than our previous accountant.*

*The chocolates are going well with the profit for the first 3 months of this year standing at \$443.*

*Our current working account balance is \$1727 and our interest bearing account balance is \$24 041.*

#### **Principals Report:**

- As tabled – copy attached.
- Discussion occurred about the swimming and athletics carnivals
  - +ves – PE staff value the days; all staff value the opportunity for positive interaction with students and staff in other departments; students who do not compete in swimming or athletics outside school still have the opportunity to gain times / selection
  - –ves – rate of student non attendance and loitering in town; teaching time lost (especially the impact on Senior programs);
  - Suggestions included building “House” competitions (e.g. expand to include creative arts areas too); inter school competition for selection process (e.g. BHC vs KHC for competitors only)

**ACTION: 1. Geoff to seek the views of teaching staff and students.**

**2. Discuss further at the next P&C meeting**

- Discussion about possible use of funds raised through the revenue from the canteen. All present agreed that a sign for the Ag Farm, shade / seating and a concrete slab for the pergola should be the priority.

**ACTION: Geoff to obtain quotes and present to the next meeting.**

#### **Denison College Principals Report:**

- No report – Craig not present.

#### **Fundraising:**

- Chocolates – continuing to be sold at the LPI.

- Bunnings BBQ. Wendy reported that she has not received an application for the next round of bookings. (It was also noted that the “new” Woolworths are reportedly starting a similar venture near their store)  
**ACTION: Wendy to follow up Bunnings and submit the application on behalf of the P&C**
- Trivia night. It is proposed to hold the Trivia Night on 22.6.12  
**ACTIONS: 1. Geoff to liaise with Wendy Hastings re this date and check availability of the hall**  
**2. Plan further details at the next meeting including forming a committee to oversee the Trivia Night (obtaining prizes and setting up the hall etc)**

#### **General Business:**

- Uniform shop: Mandy reported that there is going to be a reduction in the hours of the Uniform Shop – to 3 hours each Tues and Thurs – due to decreasing sales. It was noted by members that this may have to be reviewed as another local supplier, School Jazz, is closing in early May. Mandy noted that the woollen jumpers are selling well and that girls are requesting tennis type skirts.  
**ACTION: Mandy to inform Daylight about the possible impact of School Jazz closing and monitor sales after their closure.**
- Year 12. Discussion occurred about various matters.
  - Jerseys were reportedly delayed, at least in part, due to the students long decision process and design.
  - A Graduation Committee has been formed, meetings started and a venue booked.
  - The Careers Advisor, Des Crawford, is completing individual interviews with students (not just groups or ATAR / non ATAR students)  
**ACTION: Geoff to follow up communicating this information to parents of Yr 12 students**
- Student Sponsorship. Discussion occurred about the number of opportunities for students to gain experiences in sport and creative arts outside the usual school pathways. Examples were given of students being invited for overseas experiences based on being of a regional representative standard but not elite / qualification standard. All present agreed that for P&C to financially support students they must be nominated by the school or a school related area (e.g. CHS for sport).

#### **Business Without Notice:**

- Communication.
  - A number of students did not attend the Positive Behaviour for Learning rewards as their invitations arrived too late. Most others received them only a day or so day before the excursion and so parents had to make special arrangements for the student attendance at short notice.
  - There is reportedly some conflicting information (dates) between notes / information received at home and listings on the calendar on the school website.  
**ACTION: Geoff to give feedback to the PBL coordinator and relevant others**
- Concert Band. Late in 2011, the Concert Band was involved in the production of a CD that will be launched at the RSL on 20.5.12. Wendy Byles had questioned whether the (\$25) cost of the lunch for students at the presentation could be subsidised by the P&C. All present agreed that it was the students choice if they had the meal – they could just attend the launch – and as such, it was not appropriate for the P&C to subsidise the lunch.
- Senior agreement. There was a question about when the Senior Agreement would come in to effect (e.g. to allow students not required in class / on a free period to leave the school grounds). Geoff responded that it would be implemented early in Term 2.
- Election process for school leaders. Discussion postponed until next meeting.

Meeting closed: 9.25pm

**Next Meeting: Wednesday 2<sup>nd</sup> May 2012 at 7.30pm**

**Aquaculture facility – meet Browning Street entrance to the Ag farm.**