

**Bathurst High Campus P&C Association**



### **Minutes of the General Meeting held Wednesday 7<sup>th</sup> February 2018**

**Attendance:** Penny Packham, Trevor Liu, Vicki Osbourne, Linda Ralls, Gillian McNarey, Ken Barwick, Carol Neary, Kathy Howard, Darlene Macri, Nicolas, Williams, Mandy Irwin, Debbie Barwick, Craig Petersen, Gaye Dunshae, Amanda Lewis, Denise Chapman, Cassandra Jones, Michael Smith, Christine Porter, James Meares and Melanie Baines (minutes)

**Apologies:** Kim, John Browett and Sarah Grimes.

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**Meeting Opened:** 7:30pm

#### **Acceptance of the November 2017 Minutes:**

Moved: Darlene Macri, seconded: Mandy Irwin, carried unanimously.

#### **Business Arising**

- **BYOD:** Teachers are working on Google and One Drive platforms and continue with professional learning fortnightly. There has been a much-improved uptake of lockers this year and currently there are only 7 of 70 not being utilised. The technical support officer's role statement has been extended so that any device that can be fixed should be fixed at no cost to the student.
- **School Media Management team:** Continues to meet fortnightly. The focus this year is to continue to refine the campus Facebook page and work on the consistency of notes, permission forms, and all written communication from the school. The Burr is available for purchase from the front office.
- **VIVO Program** has expanded to include Bunnings and BCF and further meetings are planned with Office Works and Target. Ken is also keen to investigate possible Student Business cards which would entitle them to discounts at local businesses. Ken reported canteen vouchers continue to be one of the most popular reward items. He proposed allocating \$10000 from the joint BHS Campus P&C Canteen fund to provide support for further VIVO development including presentation assemblies, certificates and canteen vouchers. After discussion, James motioned for \$10000 from the Canteen account be utilised to further enhance the VIVO program at the school. Seconded by Carol and carried unanimously. Ken is happy to report to the meeting on how the money is being utilised.
- **School Uniform Review:** The new jackets will be arriving at the end of March and orders are already being taken at the uniform shop. Ken has been given data regarding the best sellers and will continue the review with student surveys and forums to explore student preferences. He will also negotiate regarding Canterbury track pants being carried in the shop. Ken also acknowledged some parents would prefer a more formal style of uniform, but he also needs to have a practical uniform that all the students are happy to wear.
- **The School Chaplaincy:** Craig and Ken spoke to this matter. The position will be titled Welfare Officer, functioning over both campuses one day per week and will be responsible to the campus

Principal. There has been a Welfare Officer position in the past and it is expected this one will function similarly, as part of the Well Being/ Welfare programs.

- Memorial Plaques: Carried over to a future meeting.
- Year 12 End of Year celebration went well, and it has been rebooked for this year November 16<sup>th</sup>, 2018.
- Hastings Scholarship: Discussed in Principals report.

#### **Correspondence**

- IN: NSW P&C Federation- emails. Further investigation of membership status.
- **Out:** Nil

#### **Presidents Report:**

- Thank you to P&C members for your involvement in panel and focus groups conducted at the school at the end of term 4, 2017.
- The end of Year 12 celebrations went off well.
- Good news to see Scott Osbourne has returned to school.
- The Denison College banner in William street looks very effective.
- The March meeting will include the AGM and after 4 years as President Trevor announced he will not be renominating for President in 2018. He invited all present to consider becoming more involved in the P&C. Reassuring everyone that being on the committee is not an onerous role.

#### **Treasurer's Report:**

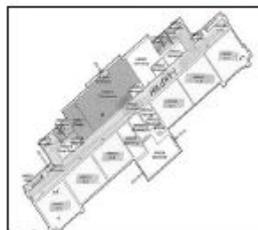
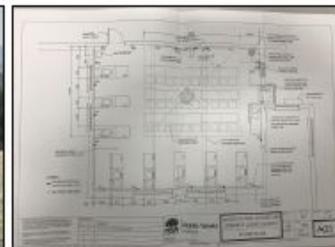
Michael reported with the changes in the school accounting system, the P&C will now be holding the Hastings scholarship money. An invoice will be put into the school for \$700 for the held over money for Isaac Nicholls from year 11. Ken will forward approved expenditures from scholarship recipients as required.

<b>Bathurst High Campus- Denison College P&amp;C</b>				
30st October 2017 - 6 February 2018				
<b>Westpac Account</b>				
Opening Book Balance from 30/10/2017				\$4,531.73
<b>Income</b>				
	Date	Details	Category	Amount
	31/10/17	Interest Paid	Interest	\$0.36
	21/11/17	Mondelez Chocolates	Cadbury Choclates	\$415.00
	30/11/17	Interest Paid	Interest	\$0.36
	13/12/17	Hastings	Scholarships	\$5,000.00
	18/12/17	Mondelez Chocolates	Cadbury Choclates	\$295.00
	29/12/17	Interest Paid	Interest	\$0.57
	31/1/18	Interest Paid	Interest	\$0.86
<b>Subtotal</b>				<b>\$5,712.15</b>
<b>Expenses</b>				
Chq. No.	Date	Details	Category	Amount
300543	20/11/17	Mondelez Chocolates	Cadbury Choclates	\$631.55
<b>Subtotal</b>				<b>\$631.55</b>
<b>Account Balance</b>				<b>\$9,612.33</b>
<b>Bank Statement Reconciliation</b>				
Balance as per Bank Statement at 6-02-2018				<b>\$9,612.33</b>
Less un-presented cheques				\$536.56
<b>Balance Less Un-Presented Cheques</b>				<b>\$9,075.77</b>
<b>ING Account to 4th August 2017</b>				
Opening Book Balance from 05/08/2017				\$11,240.74
<b>Income</b>				
	Date	Details	Category	Amount
	31/10/17	Interest Paid	Interest	\$14.32
	30/11/17	Interest Paid	Interest	\$12.49
	31/12/17	Interest Paid	Interest	\$12.92
	31/1/16	Interest Paid	Interest	\$12.93
<b>Subtotal</b>				<b>\$52.66</b>
<b>Expenses</b>				
Chq No.	Date	Details	Category	Amount
<b>Balance</b>				<b>\$11,293.40</b>

Principals report


**Bathurst High Campus – Denison College**  
**P&C Meeting Wednesday 7<sup>th</sup> February 2018**  
**Principal's Report**


**School Building Works**



**Maintenance and Building Works**

- Term 1 – 2018 will provide disruption to learning spaces due to planned maintenance painting throughout the school.
- There are now 7 demountables on the oval including a TAS Timber unit and extra room after the addition of a further support class.
- Changes to the support unit to cater for extra class.
- Upgrade of science lab – H29.
- Fencing around 'Demountable City'.
- Construction of a memorial wall to honour students and staff.
- Grounds and garden improvements.
- Front foyer and school promotion changes.

**Staffing Update and Finances**

**New Staff 2018 –**

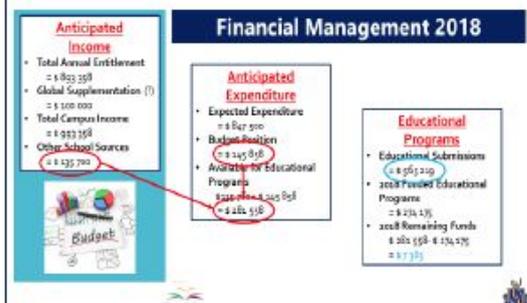
- ✓ HSIE – Peter Grace (returns), Geoff Childs (HT Teaching and Learning - College)
- ✓ LOTE – Marianne Armstrong (Japanese 0.8)
- ✓ Maths – Natalie Saini (Starts 6<sup>th</sup> June 2018, Michael Fox replacing)
- ✓ CAPA – Beatrice Grace (returns – 2 days per week), Amber White (Dance), Juanita Fitzpatrick (Visual Arts)
- ✓ Support – Megan Windsor (AU Class), Tony Sparks (SLSO Support)
- ✓ TAS – Robert Sinclair (Replaces Walshy)
- ✓ Science – Georgia Servdloff (Temporary 0.6)
- ✓ General – Sarah Kenny (School Counsellor), Ed Sowden (Denison College SRE Teacher)

**Current Staffing Adjustments**

- Relieving SAM – Carolyn Chalmers → Trish Burgess (6 months LSL)
- Relieving Deputy Principal – Rebecca Smith (Relieving Term 1 at this stage)
- Relieving HT Support – Leanne McCarthy (Weeks 1 to 5), Bethany Elliott (Weeks 6 to 11)
- Relieving HT PD/H/PE – Lachlan Blaikie
- VET Coordinator – Leanne Batchelor
- Relieving HT Welfare – Mauricia Withyman → Bernie Wood (Term 1 – Orange Office)

**Staffing Operations**

- PN: 202525 – SCI/PHY/CHE/EVS – No central appointment → Open Advertisement
- PN: 202528 – VIF/SDD/ITX/IST – Placed on hold as requested by the principal.



**Canteen and Uniform Shop Income**

Reports tabled –

- ✓ Canteen Account – \$ 27741.83
- ✓ Uniform Shop – \$ 10007.27

### Leadership Induction Assembly

On Thursday 30<sup>th</sup> November 2017, Bathurst High Campus held their annual Leadership Induction Ceremony. Many students were recognised as leaders moving into 2018 and they were given words of advice from our outgoing School Captains – Eve Currie and Nicholas Johnson. At the assembly, badges were presented to the 2018 School Captains, the Leadership Team, Peer Support Leaders, Indigenous Leadership Team, House Sports Leaders and the Student Representative Council. Congratulations to the students who have been elected to lead Denison College - Bathurst High Campus in 2018.



### Skills 4 Living 101 Programs



Last year, our boys and girls advisors presented our first Skills 4 Living 101 trial program – Car Maintenance. Students were heavily engaged throughout the session with Mr. Tony Sparks teaching students some important car maintenance skills such as checking the air pressure in tyres, oil levels and changing tyres. Our school aims to expand this program next year offering students the opportunity to develop other lifelong skills needed when they exist compulsory schooling. Our Skills 4 Living Team are developing ideas such as House Maintenance, Healthy Cooking, Yard Maintenance and Financial Essentials etc. If you have any ideas, please see Ken Barwick, Aleeah Maffesoni, Tim Hunter, Nicholas Williams or Tony Sparks. Great work all involved!

### Iiyama Students Visit

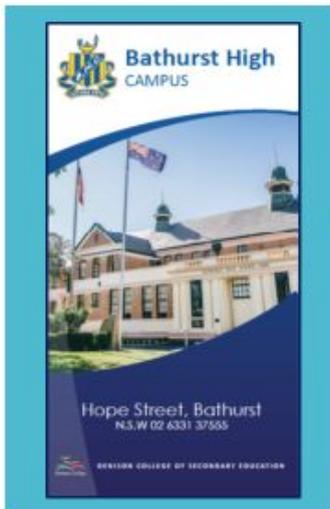
Several students from Iiyama Japan has a fantastic week at Bathurst High Campus throughout last week when local families hosted them in a return visit. At the end of Term 3, around 25 students and 5 staff from Bathurst High travelled to Iiyama City and it was great to see the students so soon to reconnect. The Japanese students attend classes, worked in our Japanese garden and they enjoyed horse riding at Yarrabin Holiday Ranch, as well as a farewell BBQ at the Adventure Playground. Congratulations to Renetta Wolfe on another successful cultural visit and well done to all our staff and students involved!



### Other Discussion Points

- Student Recognition and Vivo requests
- Student Support and Uniform requests
- Deputy Role Statements

Ken Barwick – Principal Bathurst High Campus  
Denison College of Secondary Education  
Mobile: 0437 843 717



## School Structural Changes 2018

### Deputy Principal Role Statements

The Deputy Principals are responsible to the Principal for:

2. EDUCATIONAL PROGRAMS AND LEARNING OUTCOMES
3. STUDENT WELFARE AND DISCIPLINE

In supporting student welfare and discipline issues, the Deputy has responsibility for the following year groups –

**Deputy 1 – Rebecca Smith**

Year 7 – Year 9 – Year 11

**Deputy 2 – Nicholas Williams**

Year 8 – Year 10 – Year 12

### HSC Results 2016

There were **8**

**Band 6**

and **64**

Band 5/6 results.

**16%** of students results were band 5 or 6!

### HSC Results 2017

There were **16**

**Band 6**

and **106**

Band 5/6 results.

**22%** of students results were band 5 or 6!

## HSC Results Analysis 2017

Eve Currie	3x Band 6, 2x Band 5, 2x Band E3 – (ATAR 92.35)
Natalie Davis	1x Band 6, 2x Band 5
Scarlett Elliott	3x Band 6 – (ATAR 92.30)
Grace Finlayson	5x Band 5 – (ATAR 77.45)
Rose Goldsmith	4x Band 5
Abdellah Islam	1x Band 5, 2x Band E4 – (ATAR 86.00)
Nicholas Johnson	4x Band 5 – (ATAR 81.00)
Lachlan Morrison	5x Band 5
Brenna Nichols	1x Band 6, 2x Band 5, 3x Band E3 – (ATAR 87.00)
Molly Peters	1x Band 6, 4x Band 5, 1x Band E3 – (ATAR 91.85)
Ella Purser	1x Band 6, 4x Band 5 – (ATAR 85.95)
Sourin Sadrzadeh	1x Band 6, 2x Band 5, 1x Band E3 – (ATAR 86.65)
Katelyn Witherspoon	3x Band 5
Jacob Zammitt	1x Band E4, 1x Band E3 (6), 3x Band 5 – (ATAR 97.10)
Courses at or above state average	English Ext 1, Legal Studies, Music 1, Primary Industries, Retail, IDT
Courses 2 points of state average	Biology, English Ext 2, Mathematics Ext 2

## School Structural Changes 2018

### Time and Structure of Meetings

- Staff recess muster every Monday – 10.55am
- Executive Meeting every Monday 1 – 3.30pm to 4.45pm
- KLA Meetings every Wednesday 1 - 3.00pm to 4.00pm
- Full Staff PL Meetings every Monday 2 – 3.30pm to 4.30pm
- Teams Meetings every Wednesday 2 - 3.00pm to 4.00pm
  - ✓ Learning and Engagement
  - ✓ Technology
  - ✓ Student Wellbeing
  - ✓ Student Recognition
  - ✓ Great Teaching, Inspired Learning
- Teams to meet at other times
  - ✓ Learning and Support
  - ✓ Curriculum
  - ✓ Finance
  - ✓ Workplace Health and Safety
  - ✓ College
  - ✓ Promotions



Aboriginal Education Team	Learning and Support Teachers	Support Students and IFS	Executive Team	Faculty Teams	Great Teaching, Inspired Learning	Attendance Procedures	External Agencies	External Programs
Individual Learning Support Teams	<b>Learning and Support Team</b>	Student Wellbeing Connections	School Administration Staff	<b>Bathurst High Campus Staff Teams</b>	Workplace Health & Safety Team	Girls - Boys Advisors	<b>Student Wellbeing Team</b>	School Counsellor
Educational Services	External Agencies	Data and Evidence Collection	School Promotion Team	External Validation Team	College Teams	Year Advisors	Skills for Living Programs 101	Data and Evidence Collection
Gifted and Talented	STEM Projects	Careers Advisor	<b>Learning and Support Team</b>	<b>Bathurst High Campus Staff Teams</b>	<b>Student Wellbeing Team</b>	Student Representative Council	Student Leadership Teams	Student Behaviour Systems
Literacy and Numeracy Programs	<b>Learning and Engagement Team</b>	Community of Practice Programs	Learning and Engagement Team	<b>Bathurst High Campus</b>	<b>Student Recognition Team</b>	Vivo Recognition System	<b>Student Recognition Team</b>	Positive Behaviour for Learning
Community Participation	School Learning Support Staff	Data and Evidence Collection	<b>Partnerships and Collaboration</b>	<b>Curriculum Team</b>	<b>Technology Team</b>	School Administration Systems	Recognition Assemblies	Data and Evidence Collection
Teacher Collaboration	Teacher Accreditation	College Partnerships	Timetable Construction	Assessment Procedures	Information Nights	Professional Learning	Software Systems	Technology Coordinator
Performance Development Framework	<b>Partnerships and Collaboration</b>	Professional Experience Hub	Curriculum Structures	<b>Curriculum Team</b>	Reporting Process	BYOD Structures	<b>Technology Team</b>	Fair Education Technology Project
Student and Community Connections	Leadership Programs	Data and Evidence Collection	School Staffing	Subject Selection	College Shared Courses	School Infrastructure	Teaching and Learning	Data and Evidence Collection



## New BHC School Plan 2018 - 2020

**STRATEGIC DIRECTION 1**  
Learning and Assessment

**STRATEGIC DIRECTION 2**  
Wellbeing and Engagement

**STRATEGIC DIRECTION 3**  
Partnerships and Collaboration

**Monday 29<sup>th</sup> January 2018**

**Hastings Scholarships**



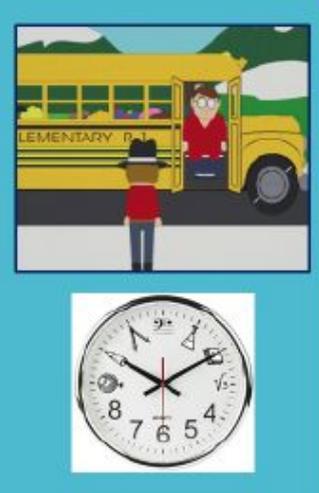
Year 11 – Tanya Rege (\$1000)



Year 12 – Isaac Nicholls (\$2000)



Year 12 – Courtney Charlton (\$2000)



## School Structural Changes 2018

Periods	Mon, Tues, Fri	Wednesday	Thursday 1 Assembly	Thursday 2 Year Meetings
Roll Call	8:55 am	8:55 am	8:55 am	8:55 am
Period 1	9:05 am	9:05 am	9:05 am	9:05 am
Period 2	10:00 am	10:05 am	9:50 am	9:55 am
Recess	10:55 am	11:05 am	10:35 am	10:45 am
Assembly			11:05 am	11:15 am
Period 3	11:25 am	11:35 am	11:45 am	11:45 am
Period 4	12:20 pm	12:35 pm	12:30 pm	12:30 pm
Lunch	1:10 pm	1:35 pm	1:15 pm	1:15 pm
Period 5	1:40 pm	2:05 pm	1:45 pm	1:45 pm
Period 6	2:30 pm	3:00pm - home	2:30 pm	2:30 pm
End of Day	3:20 pm		3:20 pm	3:20 pm



Monday 29<sup>th</sup> January 2018



### Discussion from principal’s report

In 2018 Ken will continue to promote student’s wearing of the Bathurst High campus uniform. To this end he proposed the allocation of \$5000 from the Bathurst High Campus P&C Uniform shop account for student assistance to purchase school uniform items. On discussion meeting participants assumed that was in large part what this fund had been originally intended to for. Denise Chapman motioned that \$5000 be allocated from the Bathurst High P&C Uniform Shop shared account to be utilised to assist students with uniform purchase. Seconded by Carol Neary and carried unanimously. Ken will manage this money and incorporate its allocation into the Student assistance policy which he is currently revising.

H29 is being refurbished so the corridor is currently blocked off. The actual removal will occur during the weekends while no students are on site. As the rooms in H block are painted, classes will be held in one of the 7 demountables on the oval.

Changes in the deputy principal’s role aim to improve communication between deputies and to enhance continuity for the students.

Ed Soden has been given the SRC position and Ken is going to send a letter to parents to inform them. It will be an opt out system and students who do opt out will be supervised by a teacher, but no curriculum will be taught during SRC class time. The popular ethics-based course is not an option as the course was only designed for primary school students.

## **Denison College Principal's Report**

### **Welcome Back!**

#### **High Achievers' Reception**

53 Denison College of Secondary Education students from Years 10, 11 and 12 (2017) were recognized for outstanding achievement in their academic studies at the annual High Achievers' Reception held at the National Motor Racing Museum on Tuesday 6<sup>th</sup> February. Students are deemed to be high achievers based on their rankings in their core subjects or upon achieving Band 6 in the HSC.

The Peter Brock Memorial Wing of the National Motor Racing Museum was jam-packed with staff, students and their families who gathered to celebrate their success. Mayor of Bathurst, Councillor Graeme Hanger, gave the welcoming address and hosted the event as a Mayoral Reception. Other special guests included Associate Professor Chika Anyanwu (Charles Sturt University Head of Campus, Bathurst), Geoff Pellizzer (Executive Director, Department of Education) and Toni Macdonald (Director, Public Schools, Bathurst). Bathurst High Campus musicians Josie Hall and Tamika Kennedy performed prior to the commencement of formalities.

The High Achievers' Reception celebrates the success of our students and staff, and is held at a different venue each year to highlight the connections between Denison College, the Bathurst and Kelso High Campuses and our local community.

#### **Enrolment Procedures Year 7 2019**

Total enrolment for the college is approaching 2000 students. Both campuses will be applying the Department of Education's enrolment policy more rigorously for students seeking enrolment from 2019. Students are entitled to apply for enrolment at their local campus, determined by their place of residence. Families wishing to be considered for enrolment at their non-local campus will need to complete an Expression of Interest (Section C of the enrolment form) and return it to the campus that you wish to enrol your child at by 16 March 2018. Applications will then be considered by a placement panel. More information is available at

<https://education.nsw.gov.au/public-schools/going-to-a-public-school/enrolment/high-school-enrolment>

To explain these changes and help families, college staff will be manning a Pop-Up Information Stand in King's Parade (Opposite Annie's Ice Cream Parlour) from 2:30-4:30pm Tuesday – Thursday 13-15 February. Families are also encouraged to attend the Year 7 2019 Information Night at both campuses from 6:30 pm on Tuesday 20 March.

**College Team 2019**

<b>Who?</b>	<b>What?</b>	<b>Where/When?</b>
Wendy Murphy	Deputy Principal (Acting)	BHC – Monday/Wednesday/Thursday  KHC – Tuesday/Friday
Alexa Barr	Head Teacher Teaching & Learning	BHC
Geoff Childs	Head Teacher Teaching & Learning	BHC
Ashleigh Hardes	Head Teacher Teaching & Learning (Relieving)	KHC
Adria Hertel	Head Teacher Teaching & Learning (Relieving)	KHC
Sarah Conolan	Executive Assistant	BHC - Monday/Wednesday/Thursday  KHC - Tuesday/Friday

Craig Petersen  
College Principal

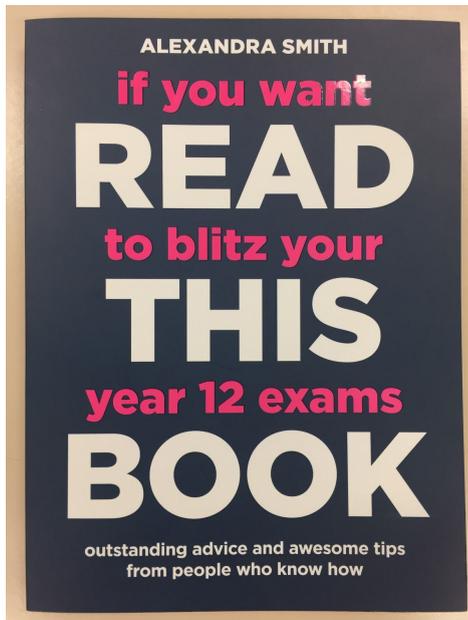
**General Business:**

- School uniform shop is open one afternoon and one morning per week. There has been a query if a small stock of Kelso campus uniform could also be kept there. Denise spoke to this saying it was easy to do but that it is really more a space issue. She informed the meeting that there were facilities to pay directly to Day Light Uniform company and just collect your order.
- The canteen has commenced their new menu and so purchases no stock from the Peters company. Peters originally supplied the freezers and so are entitled to take the freezer back at any stage. Rocky will be tasked with pricing a replacement which would be purchased as soon as it is required. It was clarified that paperwork relating to when the P&C ran the canteen is now over 7 years old and can be disposed. Also clarified was the canteen manager’s willingness to take on VET students and that this has occurred previously.

**Business Without Notice:**

- Trevor moved a motion for the P&C to commence meetings at an hour earlier at 6:30. It was seconded by Melanie and carried unanimously.

- Carol Neary recommended the book, Read This Book by Alexandra Smith if you want to blitz your year 12 exams to the meeting.



- Also comments from Year 12 students that classes were being held in the library and this was a disruptive environment. Ken will investigate to see if they are timetabled or classes using the library.
- Further that the website information regarding BYOD needs updating from 2017.
- Some discussion regarding 2017 Presentation Night regarding Guest speakers and people accepting absent people's awards. It was acknowledged Improving these showcases of the school is an ongoing process.
- The Year 7 information evenings have been very successful, but it was suggested that reminders for the end of year information evenings be given as some parents forgot to attend. As a college, the aim is to streamline the process and to provide consistency between campuses.
- It was commented that the transition year 10 into year 11 should involve parents as well as students. Ken is currently rewriting this policy and proposed a parents' meeting which would include an explanation of a "N determination" and its role in supporting students to achieve a HSC as well as HSC scaling, ranking, and how ATAR's work. It was also suggested that the Senior Study guide could be put onto the website as a PDF.

**Meeting Closed at 9:30pm. Next meeting AGM: Wednesday 7<sup>th</sup> March 2018 at 6.30pm**