



Denison College

Bathurst High Campus P&C Association



Minutes of the General Meeting held 5th March 2014

Attendance: Anne Morrison, Trevor Liu, Gaye Dunshea, Kathy Howard, Jenny Arthur, Gillian McNarey, Sarah Veilande, Wendy Inwood, Mandy Irwin, Darlene Macri, Yulonda Phillips, Sarah-Jane Beuzeville, Renee Strickland, Luke Gilmour, Michael Smith, Gary Jonassen, Pagean Huggett, Stacey Jones, Christopher Bell, Linda Ralls, Kelly Langdon and Lyndall Ross (minutes)

Apologies: Deb Walther, John Browett, Craig Petersen, Carol Neary, Melanie Baines, Geoff Hastings, Robyn Jonassen, Jenny Stirling, Vickie Osborne and Leanne Jones

Special Business: On behalf of the P&C, Trevor Liu welcomed new staff and thanked them for attending the P&C meeting. Staff introduced themselves and gave a brief overview of their background.

Meeting Opened: 8.03pm

Acceptance of the February 2014 Minutes:

The February 2014 Minutes were accepted as a true and accurate record.

Moved: Wendy Inwood Seconded: Darlene Macri Carried unanimously

Business Arising:

- Liaison with KHS P&C. Minutes will continue to be emailed to Catherine Hale (President) and Fiona Howle (Secretary).
- School App. Action held over so that Geoff Hastings can report to the next meeting.
ACTION: *Geoff to provide stats on the use of the App to the next meeting so that it can be decided if there is enough use to market the advertising options.*
- Access to Millenium Student Diary from Parent Portal. Discussion held over to the next meeting for Geoff Hastings to report on.
- Bring Your Own Device (BYOD). Information on BYOD was put in the recent newsletter but still needs to be put up on the school website.

ACTIONS:

1. *Geoff Hastings to ensure BYOD information (especially specifications of equipment needed) is included on the school web site.*
 2. *When the school has suitable infrastructure, consider negotiating with local suppliers to provide a deal on suitable equipment*
- Canteen. Menu put up on the web but no other information.
ACTION: *Mandi to provide a brief written overview on the canteen operation including the facts that meals can be preordered and income is generated for the school. This information will be put up on the school web site.*
 - School Fees. Invoices have been sent although fees for the various bands and vocal group will be sent separately. If parents have financial difficulty they should discuss payment options with the school (Principal or Deputy Principals) so that students are not disadvantaged, especially in elective subjects.
 - Use of Devices in the Classroom. Geoff Hastings reportedly spoke with some of the parents who raised the issue of devices (iPods; phones etc) being used in the classroom. He also spoke to some staff. Gaye reported

that generally devices are not to be used although there are occasional exceptions (eg use phone to take a photo of a science experiment)

- Federal Govt Autonomous School funding. Discussion postponed to the next meeting

Correspondence:

- **In:**
 - Email from Lyall Wilkinson, President, P&C Federation, regarding unauthorised correspondence
 - Email from Carol Neary
 - Information from Michael Grose, a parenting educator. Web: <http://www.parentingideas.com.au/>
 - Flyer from Stewart House selling high bounce handballs
- **Out:**
 - Nil

Presidents Report:

- No formal report – Trevor Liu newly elected to the position of President.
- Trevor acknowledged the efforts and commitment of outgoing President, Carol Neary, and thanked her for her leadership and service.

Treasurers Report:

- As presented by Wendy Inwood:

Little has changed since our last meeting with our available funds in our working account being \$3505.94 and our interest bearing account having a balance of \$10,401.

As the person who looked at our books for the last couple of years can no longer do it, I'm seeking suggestions for anyone who may be able to audit our books. They don't have to be a qualified professional, as long as they have skills and experience in auditing and financial record management. I rang Federation about it and they suggested the school admin manager or someone from Kelso High.

Principals Report:

- As written by Geoff Hastings and presented by Gaye Dunshea:

1. *First presentation is our Purpose statement. It comes from some professional learning that has been done as part of a school planning national partnership with the college. It is proposed that this would become the why we do things in the campus and in the college. Focus on student writing in the plan to improve literacy.*
 - P&C endorsed the umbrella values of the School Management Plan, at their last meeting
 - Discussion and review of the strategic direction – P&C supported the general sentiment of the statement but suggested some rewording including in purpose statement Learning and Assessment, the word “experience” is used 3 times.
 - A suggestion was made to use the words endorsed by government for education: being, belonging and becoming

ACTION: Gaye has noted suggestions and will pass on to Geoff.
2. *Application has commenced for the creation of a class for students with Autism in the support unit.*
3. *Aboriginal Education team have had a planning meeting. We are opening up the homework centre again. It was successful. Reminder there is free Maths coaching for all students from 3 – 5 on a Wednesday.*
 - The homework centre is open to all students. It will operate in the library with supervision and tutoring from staff.

ACTION: Publicise in Newsletter
4. *New timetable should be in place on Monday but that is not definite yet. Kathy Howard and Peter Downs have done an enormous amount of work to put it in place. Besides extra year 8 core we have extra elective classes, Ancient History, Biology, study program for Year 11 in some study periods. Some class teachers will change.*
 - Year Advisors will oversee expectations for assignments that are due if subjects change (mostly affecting years 7 & 8)
5. *Harmony Day – have students and teachers interested. We are going to have the day in September to give us time to plan. Don't see it as a big commitment. Any volunteers received and I will be in contact.*

6. *RYDA tomorrow – year 11 attendance is compulsory and free. It will be on the Mount and part of their senior studies.*
 - Questions raised about how this program is evaluated and particularly if there is evidence of long term behavioural change.
7. *Yr 7 and 8 group photos are still to be organised for a date. It was originally going to be Friday this week but photographer is now unavailable.*
8. *Gym on time at the moment. Lining of interior has started.*
9. *We will take trout orders – anyone wanting to order one – they can come in and pick them up next Friday. One trout for two people they are that big.*
 - Investigations being made to allow the school to sell the trout commercially

Uniform Shop: Balance at 5/3/14: \$4471.60

Canteen: Balance at 5/3/14: \$45799.35

Denison College Principals Report:

- No report as Craig Petersen not present – in a very chilly Canada.
- Craig will provide an overview of his study tour at the next meeting.

Fundraising:

- Chocolates – continuing to be sold by Jasmyn Ellis at the LPI.

General Business:

- Canteen. Mandi reported that the canteen operations are going well. A new oven has been ordered and will be installed in the next week. The school is getting some of their catering through the canteen.
- Skillset. Positive feedback has been received about recent apprenticeship and training programs with placements for approximately 50 students. There is also good information for parents. More information is available at: <http://www.skillset.com.au/>

Business Without Notice:

- Toilets. Concerns were expressed about the state of the toilets. Gaye reported on recent changes to try and address issues including the leadership team organising for some walls to be repainted and the toilets in the canteen area only being used by years 7 and 12. Gaye reported that teachers do walk through the toilets at regular intervals. Discussion about the viability of installing cameras to observe the (external) entrance of the toilet block – to see who is coming and going.
- Drink Fountains. A request was made to have more taps and bubblers available for water in the playground. Gaye reported that this will occur as the school has received some funding for this purpose.

Meeting closed: 9.05pm

Next Meeting: Wednesday 2nd April 2014 at 7.30pm

Foreshadowed items for the next meeting: