



Denison College

Bathurst High Campus P&C Association



Minutes of the General Meeting held 6th November 2013

Attendance: Bev Nancarrow, Vickie Osborne, Darlene Macri, Mandy Irwin, Jenny Arthur, Gillian McNarey, Trevor Liu, Wendy Inwood, Leanne Jones, Margaret Sewell, Carol Neary, Jenny Stirling, Melanie Baines, Linda Ralls and Lyndall Ross (minutes)

Apologies: Craig Petersen, John Browett, Geoff Hastings, Penny Packham and Sarah Veilande

Meeting Opened: 7.35pm

Acceptance of the August 2013 Minutes:

The September 2013 Minutes were accepted as a true and accurate record – noting that the main heading needed the date changed from August to 4th September 2013.

Moved: Wendy Inwood Seconded: Carol Neary Carried unanimously

Business Arising:

- Drop off zone. This has been completed. The zone allows drop off/ pick up between 8.45am – 9.15am and 3.15pm – 3.45pm. Half hour parking is in place at other times.
- School App. Ongoing monitoring. Review use and proposed developments in 2014.
- Farewell for Wendy Byles. This took place at the end of Term 3.
- SRC / Denison College Junior School Trivia. Jenny reported that plans have been revised. There will be a maths enrichment day at KHS at the end of November.
- Canteen Lease. Trevor represented P&C on the selection panel and reported that there was good interest in the tender process. A business operated by Mandy Irwin and Darlene Macri made the successful tender and they have opened Madis Lunch Spot.

Correspondence:

- **In:**
 - Various emails regarding the BHC Trivia Night
 - Email to BHC P&C re a proposed meeting with Kelso High P&C
 - Letter from Danika Smith requesting financial support for the 2014 Jazz Workshop Australia Tour Band
 - Letter requesting funds to support William Kennedys participation in the NSW Indigenous U16 Rugby League Tour of France and England
 - Information regarding various fundraising opportunities
 - P&C Journal
- **Out:**
 - Various emails regarding the BHC Trivia Night
 - Various (reply all) emails to discuss the timing and purpose of a meeting with Kelso High P&C

Presidents Report:

- As presented by Carol Neary

Thank you to everyone who came along to our annual trivia night. As always, it was a fun night and a great way to understand just how much weird stuff you store in your head and how much even weirder stuff you don't know! A massive thank you to Wendy Inwood for pulling it all together. Her requests are so beautifully worded and exquisitely polite that people don't realise that they are being gently hassled! Whilst we may not have raised as much as last year, as Wendy put it, it sure beat the hell out of doing 4 Bunnings' BBQs.

Congratulations to Darlene and Mandy on winning the canteen tender. I was personally thrilled with the outcome as I know they will do a great job because they genuinely care about the kids and the school. Thank you to Trevor for being the P&C rep on the tender committee. Your contribution to the process was recognised as being significant.

Thank you to the parents on the Grad Ball committee. Being the parent of males this probably doesn't rate as highly in our house as in some but I know a lot of work will have gone into it and I'm sure it will be a great night.

Belated congratulations to Jess, Jed and the rest of the leadership team, the SRC reps and the Peer Support leaders.

Treasurers Report:

- As presented by Wendy Inwood:

Firstly a huge thanks to everyone for being so incredibly generous in contributing to our Trivia Night. And thank you also to Stuart Evennett who did a massive job organising the questions. We took \$1666.50 on the night which is the equivalent of about four Bunnings BBQs which brings our working account balance up to \$3563.54. Our interest bearing deposit is \$10 308.

The chocolates have had a great couple of months with our current profit for the year being \$1605. We usually give Jasmyn a small token of thanks at the end of each year and last year she suggested giving a small gift to her favourite charity instead. I asked her about this recently and she suggested Animals Australia which is an Australian organisation that fights live export, factory farming, animal testing and many more worthwhile causes.

Since we last met we have assisted the school in transferring funds that the school raised for Goldie College over to the College.

MOTION: The P&C will make a donation of \$50 to Animals Australia to acknowledge Jasmyns assistance in fundraising for the school through selling chocolates.

Moved: Wendy Inwood Seconded: Carol Neary Carried Unanimously

Principals Report:

- Presented via teleconference by Geoff Hastings:
 - Geoff is currently attending an information session on the Resource Allocation Model. At this stage the weighting for Bathurst High is as expected / on average and will provide about \$100 000.
 - Work on the National Partnership literacy / numeracy program is continuing for years 7 & 8. There are currently instructional rounds including group teaching. A report on progress made in the last 6 months is due soon.
 - Denison College is developing new policies and programs for electronic media. This will include one for students - Bring Your Own Device. BHC will be a pilot site. There is a plan to enable students to access a server with software including Microsoft Office Suite, Adobe, Google Apps and (25 GB) Cloud storage. The current server and network will be upgraded as a part of this development including wireless access points in the canteen and outside. Current students with laptops issued by DET will be able to log in.
 - Students numbers are estimated to be 965 in 2014. There will be 8 Year 7 classes. Two demountable buildings are being installed on the Keppel St side of the oval. These are likely to be used by TAS and English classes.
 - There will be some staffing changes in 2014. Long serving teachers Geoff Tindall and Greg Hodgman are retiring. Mark Glover and Maddy Novac are also leaving. The Maths, HSIE and

PDHPE depts will be recruiting. Expressions of interest and local transfers will be considered prior to advertisement. P&C representatives may be required for interview panels.

ACTION: Geoff will contact Carol in the first instance if P&C reps are needed for interview panels. P&C members who have completed the DET selection panel training and are available to participate in interviews before the end of the year should also contact Carol.

- E Bullying. The Police Liaison Officer will offer parent workshops on E Bullying at existing events such as the Yr 7 Meet the Teacher evening and Parent Teacher Interviews.
- Tell Them From Me. Geoff has received the results for BHC but still needs to get further interpretation. There was a 70% participation rate. The broad ideas seem to include that threats or actual violence are low at the school while cyber bullying and anxiety is higher. There seemed to be a good correlation with students having a sense of belonging the longer that they were at the school. The main issue reported was around exclusion from groups. The Leadership Team may look at this in 2014.
ACTION: Geoff will report in more detail about Tell Them From Me at the next P&C meeting
- Progress on the new building and hall refurbishment has been held up again due to asbestos being found around pipes and tiles. At this stage the end date has not changed. There may need to be changes for the Leadership Team induction and Presentation ceremonies.
- Additional report by Jenny Stirling:
 - BHC has recently hosted 2 teachers from Goldie College in the Solomon Islands. They reviewed maths and science curriculums.
 - BHC is setting up a new sister school relationship in Japan. Four people will be visiting from Japan soon.
 - Bring Your Own Device will be process rather than content driven.
 - The pods of laptops are working well and are well utilised.
 - Uniform Account: Currently has approximately \$2900. Funds have continued to be used to support students.
Denise Chapman has been operating the Uniform Shop since Mandy left. The Uniform Shop will operate for the Yr 7 Information Evening.
 - Canteen Account: Currently has approximately \$43000.

Denison College Principals Report:

- No report as Craig was not present – at Secondary Principals Council Executive meeting.
- Craig noted that he would be in Tamworth tomorrow with possible announcements relevant to our district to be made – watch for media releases.

Fundraising:

- Chocolates – continuing to be sold at the LPI. Profits as noted in the Treasurers Report.

General Business:

- Student sponsorship. Discussion occurred about the 2 requests received (as noted in Correspondence). Longer term P&C members outlined previous decisions to limit support to specific events organised by DET / CHS due to so many opportunities afforded privately. The type of criteria previously set included students representing at State level and with particular selection criteria. All present at this meeting agreed that P&C now only has a limited income (including fundraising) and as such, support should be directed to ventures that benefit the school / students as a whole (eg PBL, shade structures, data projectors etc).
ACTION: Lyndall to write to Danika Smith and Will Kennedy and advise that P&C will not be able to offer them financial support for their respective tours.
- Liaison with KHS P&C. To date no formal invitation has been received to link with KHS P&C. Discussion occurred about ways to support each P&C including having a meeting between the executives and working together on common issues. We could also share meeting Minutes (include a KHS rep on our email list). Most present wanted to delay a meeting until next year.

- Canteen. The new operators feel that things are going well. They reported that they are following the Healthy Canteen Guidelines including only having limited “red” days (occasions such as Halloween and Christmas). The Leadership Team are working in the canteen as a service to the school and Wendy Inwood is employed on Fridays. The SRC are planning to have a joint venture selling milkshakes.

Discussion occurred about the need to service the coffee machine (that isn’t working) and replace the stove / oven. The oven should be all electric, fan forced, have warranty covering commercial use and allow safe food handling.

MOTION: P&C recommend that the canteen equipment remain school owned and support the use of the Canteen Account funds to repair the coffee machine and purchase a new oven.

Moved: Melanie Baines Seconded: Trevor Liu Carried unanimously

ACTION: *Canteen operators to provide Geoff with quotes for relevant equipment.*

- Presentation Evening. Discussion occurred about P&C support for the Presentation Evening.

MOTION: P&C will provide financial support for prizes and the Presentation Evening in line with other years.

Moved: Lyndall Ross Seconded: Melanie Baines Carried Unanimously

ACTION: *Wendy to liaise with Janine Browning re needs*

Business Without Notice:

- P&C records. There are reportedly 2 cupboards in the canteen area holding P&C materials and records. There are also computers.

MOTION: A representative(s) of the P&C Executive will review the information. Records older than 7 years that are not needed for historical or taxation purposes will be appropriately disposed of.

Moved: Lyndall Ross Seconded: Vickie Osborne Carried Unanimously

ACTIONS:

1. *Wendy Inwood to check the records and computers in storage. (Wendy to ask for support if needed). Paper records older than 7 years that aren’t needed will be shredded in the school office.*
2. *Information that needs to continue to be stored will be given to Rocky Evans to archive and store elsewhere.*

- Band. There is ongoing concern about the frequency of the cancellation of Concert Band especially at short notice. Parents feel that this feeds in to students lack of interest.
- Yr 10 English. A report was given on the very engaging program that has been run recently.
- Careers. Several parents of Yr 10 students commented on the organisation of work experience. Comments included that it would have been more helpful to have received dates and packages before the school holidays. There was also concern that the Careers Advisor was not assisting students to find a placement (or how best to go about it) and the use of a movie for lessons over several weeks. Parents would like to see students taught about such things as workplace etiquette (talking, bullying, use of Facebook etc). Parents of Yr 12 students commented again about a lack of support for students seeking further education. This included no assistance being provided for UAC preferences.

ACTION: *Carol to speak to Geoff re ongoing issues and perceived lack of change despite previous feedback.*

- Finance Committee. There will be 2 meetings (4/12/13 and 11/12/13) to review budgets and spending. A P&C representative is needed for the Committee.

ACTION: *Melanie to attend the Finance Committee meetings on behalf of P&C. (Bev can attend 11/12/13 if needed).*

Meeting closed: 9.10pm

Next Meeting: Wednesday 5th February 2014 at 7.30pm