

Deniliquin High School P&C Association

Meeting Minutes

Tuesday 30 April 2024, 6.00pm

Deniliquin High School meeting room and via Zoom

1. **Welcome and Acknowledgement of Country**
2. **Present:** Glen Warren, Kate Butler (Chair), Leanne Mulham (Minutes), Peata Smith, Shannon Bulmer, Donna Van Lieshout, Christina Mildren, Lisa Wishart, Belinda Baker
3. **Apologies:** Janine Barlow, Sue Mulligan, Michelle Hindriks, Robyn Kiley, Meagan Rodda, Chelsea Lilford
4. **Conflicts of interest** - Nil
5. **Minutes of the previous meeting** Approved with change of title from agenda to minutes.
 - a. **Moved:** Christina Mildren **Seconded:** Donna Van Lieshout
6. **Business arising**

Action	Who	When	Status
Newsletter and Facebook acknowledging Deniliquin Creative writers donation Was carried over - need to acknowledge who the recipients were - Henry Michael, Ava Richards	FB: Robyn Kiley. News: Lisa McBurnie Glen to organise	April	Lisa to action. Completed
Quote for BBQs for Year 7 area and application for Bendigo Community Grant. Leah and Donna to compile a list of what it is used for and dangers.	Wally, Leanne and Donna	Mar	New burners put in BBQ. All working fine now Completed
Write letter to minister - staffing issue, requesting zoning incentive.	Vince	April	Lapsed due to the length time task outstanding.
Teacher retention activities: Note of appreciation to current teachers Chelsea to get cards from Jo Kids to write personalised message and chocolate - 87 to do - Donna to follow up with Jo status. Glen to send staff list to Kate	Kate Chelsea Glen	April	Donna to check progress on cards
Presentation prize in honor of Nick Robinson	New committee	Sept	Hold over until September
Newsletter to be put on Facebook	Donna to organise	Mar	Completed
Letter to Swim Club in support of school swimming carnival	Meagan	April	Completed
Letter to Stadium Group in support of renaming stadium	Meagan	April	Completed

7. Correspondence

a. In

- Deniliquin Clinic - fraudulent email
- Glen Warren - request for representative on recruitment panel
- Nicole Felmingham, Anthony O'Donnell, Christin Mildren, Adrian Smith, Claire Nolan - interest in representing P&C on recruitment panel
- Leanne Mulham - confirmation of completing financials and requirements for ACNC reporting
- Leanne Mulham - invoices for Twilight Showcase
- ACNC - confirmation of submission
- AKW Fleming Tax invoice
- Canteen invoice
- Certificate from Deb Ball
- Lily Boyer and Olivia Jeffrey - thank you for State subsidy
- AMP term deposit renewal
- Farleys invoice for Canteen tap
- Deb Ball appreciation certificate

b. Out

- Nicole Felmingham, Anthony O'Donnell, Christin Mildren, Adrian Smith, Claire Nolan - thank you for interest in representing P&C on recruitment panel and forwarding names on to Glen
- Glen Warren - list of names for recruitment panel
- DHS - state swimming letters to send out
- Welcome to mailing list - to names collected at Twilight Showcase

8. Reports

a. Treasurer report

- Donation from Deb Ball \$2222.40
- Suggest that the interest from the most recent AMP TD needs to show in Canteen account.
- Redeemed canteen AMP term deposit to be invested locally to reduce possible future admin costs
- **Moved:** Shannon Bulmer **Seconded:** Peata Smith

b. Canteen report

- Cake stall went well made approx. \$1150
- Volunteers continue to be a major issue- one on most days. Committee discussed reducing menu to cope. P & C discussed student leader option and Job seeker volunteer program option and how to promote that more.
- Welfare options for those having problems paying - Wellbeing department have an option to provide food.
- Need for new mobile phone and laptop was raised. Glen/Lisa would look at getting pricing for laptop from the Dept as the three quotes seemed quite high. This should include Microsoft programs.
- Discussed break in and square reader stolen and used to access bank account. Suggest need to look at lockable source for storage going forward

- Thermomix stolen. Determined that should be covered by P&C insurance. Look at recording serial numbers of expensive equipment
 - **Moved:** Christina Mildren **Seconded:** Belinda Baker
 - c. Drivers Ed report - NIL, no meeting
 - d. Principal report
 - Staffing challenges. New teacher – Kate to put together welcome pack.
 - Great Deni High support at Community ANZAC day
 - Connor Wilson National win in under 16 shot put
- 9. Membership (new financial members until close AGM 2024)**
Include Nicole Felmingham and Anthony O'Donnell, as volunteered to be P&C reps on recruitment panel.
- 10. WWCC - Nil**
- 11. Policies and key documents - Nil**
- 12. State representative support - Glen to provide details - football**
- 13. Calendar of events/Fundraising**
- a. Twilight showcase debrief - well received. Weather hampered potential good concept., as well as a clash with some key events (North School colour run, year 7 excursion, Deb ball). Felt it needed to be partnered with the year 6/7 orientation to ensure a crowd and more time allotted for orientation as it felt a bit rushed. Communication could have been improved – primary schools were provided with information 4 weeks in advance but only distributed it a few days beforehand. Tentatively booked for 26 March 2025. To be put on P&C calendar for discussion in October.
 - b. Left over stock from Showcase in the canteen (60 burgers, 150 sausages, 60 chicken kebabs) Agreed to provide free of charge to school for fundraisers (Do it for Dolly Day, year 12). Donna to check re Do it for Dolly. Leanne to check with Kylie for Year 12. If not needed, can be sold at cost to Football Clubs.
 - c. Fundraising ideas for 2024 - everyone to consider for next meeting. One fun , get together activity. Bogan bingo, Game night etc. Agreed golf day should be annual event. Need to ask Vince if he would consider driving it again.
- 14. General business**
- a. AMP deposit decision (Leanne) - AMP withdrawn and Shannon to find best local interest rate for 3 to 6 month term for \$120,000.
 - b. Acknowledge Jenny Fellows national award - has been put on P&C FB page. Meagan to send congratulation card.
 - c. Promotional ideas for Deni High - to attract students and staff
 - School is putting together a video. School revisiting article in PT again. Council reps were impressed with our student after recent involvement.
 - We should be actively looking to promote the school and use social media to regularly get the message out there. Add as a regular agenda item.
 - Getting the school to provide information slide we can put up on our facebook page
 - d. Acknowledge Deb money \$2222 and where it should go. Ideas have been to Driver's Ed or tree's down Henry Street side of school (or out the front) but trees can't be planted until pipe is removed (end of year). What to be something tangible we can say Deb ball helped us do. Put on agenda at next meeting.
 - Glen to ask teachers for wish list items

- Could be used to reduce driver ed attendance costs. Leanne to discuss with Driver Ed committee.

15. Meeting ended 7:40pm

16. Next meeting - Tuesday 28th May

New actions

Action	Who	When	Status
High pressure the BBQ area to have it come up looking great	Wally	May	
Put together welcome pack for new teacher	Kate	May	
Put in insurance claim for Thermomix and Square reader	Shannon	May	
See if Thermomix invoice contained serial number	Lisa W	May	
Find secure storage for Square readers when replaced and engrave Thermomix/record serial number	Canteen	June	
Promote need for secretary and Canteen volunteers on Facebook	Meagan	May	
Meet with Canteen to discuss Centrelink volunteer option	Kate	July	
Price Canteen laptop purchase through school	Lisa W	May	
Look at options for left over Showcase BBQ food	Donna Leanne	May	
Add Nicole Felmingham and Anthony O'Donnell to member register as financial	Meagan	May	
Put March 2025 Showcase in P&C calendar for discussion in October	Meagan	May	
Prepare procedures for pre and post AGM tasks	Kate	June	
Congratulations card to Jenny Fellow from P&C	Meagan	May	
School pay canteen tap repair and reimburse by P&C less GST	Lisa/Janine	May	
Put vacant secretary position on the agenda for next meeting	Meagan	May	
Invest \$120,000 from Westpac Reserve account in interest bearing account	Shannon	May	
Include school promotion as agenda item	Secretary	Ongoing	
Fundraising event ideas at next meeting	Committee	May	
Ask Vince if he's interested in golf day Determine possible date and tentatively book	Meagan Leanne	May	

Action	Who	When	Status
Glenn to provide wish list items for Deb money	Glen	May	
Discuss with Driver's Ed any specific project for Deb donation	Leanne	May	