

Deniliquin High School P&C Association

Meeting Minutes

Tuesday 27 August 2024, 6.00pm

Deniliquin High School meeting room and via Microsoft Teams

- **Welcome and Acknowledgement of Country**
- **Present:** Shannon Bulmer, Michelle Hendicks, Robyn Kiley, Vince Kelly, Christina Mildren, Luke Charlton, Lisa Wishart, Leanne Mulham, Michael KcKeon, Wally Bulmer
- **Apologies:** Janine Barlow, Glen Warren, Meagan Rodda, Adrian and Peata Smith, Kate Butler
- **Conflicts of interest** - Nil
- **Minutes of the previous meeting**
Moved: Leanne Mulham **Seconded:** Vince Kelly
- **Business arising**

Action	Who	When	Status
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 Donna to check on progress Kate waiting on news of cards Envelopes and cards have been dropped off and everything should be in progress. Chelsea catching up with Jo tomorrow. Kids working on cards today. Chelsea will notify of timeline. Chelsea not present.	Chelsea	August	No information available
Presentation prize in honor of Nick Robinson	Committee	September	
High pressure the BBQ area to have it come up looking great	Wally	August	Tried over holidays but limited access
Meet with Canteen to discuss Centrelink volunteer option Peata to follow through with this	Peata	August	Christina to liaise with Peata to determine what is required
Prepare procedures for pre and post AGM tasks	Kate	August	Ongoing

Action	Who	When	Status
WWCC - email details to deniliquinhighschoolpandc@gmail.com if not previously supplied	All committee	Ongoing	
Pro golfers or celebrities	Chelsea	August	Handled by sub committee
Remove Julie Crockett from Westpac	Meagan to ask Janine	August	Should be sorted by end of week
Survey on fb re: meeting date and time	Meagan	August	Completed
Where are they now fb promotion. Find proforma and gather ideas for students to highlight First post completed and well received.	Meagan	August	Ongoing. Michelle H received new one yesterday for ex student doctor in WA
New staff member welcome pack	Kate	August	Done and delivered. Kate to be reimbursed

- **Correspondence**

- In

- a. Lisa Wishart - invoice for sport jerseys
 - b. Lisa Wishart - invoice for cycling jerseys
 - c. Leah Robinson - questions for Where are they now initiative
 - d. JJA info - certificate of currency
 - e. ACNC communications newsletter
 - f. Chelsea Lilford-Hansen - meeting apology
 - g. Bonnie Everett, Victoria Gattacre - state subsidy acceptance
 - h. Leah Robinson - thank you from Monique Gordon for state rep offer (need to chase up if she actually submitted her form)

- Out

- a. Survey on meeting night and Where are they now proposals

- **Reports**

- a. Treasurer report

- Error with payment to the school for Electrophoresis kits payment. Shannon sorting out. Seeking guidance on correct account for further school funding payments
 - Canteen fundraising is sitting at an impressive \$24,460 profit year to date.
 - \$1600 travel support paid YTD
 - **Moved:** Shannon Bulmer **Seconded:** Leanne Mulham
- b. Canteen report
- New thermomix with second bowl
 - Committee looking at review of pricing
 - Investigate debit card - need to be a new bank account with only one to sign to have a debit card assigned. Investigate if allowable by NSW Federation. If so, determine rules associated with funds held in this new account, keeping receipts and accountability. Is purchasing a coles gift card an alternative option.
 - Quote for cameras and installation - \$2,400. Discussion regarding what outcome they wish to achieve. Would it deter break in?
 - How the data collected is going to be managed/monitored
 - Suggested may assist to deter behavior from students towards volunteers. Provide supporting evidence to Principal when disciplining.
 - Is there NSW policies on filming students if cameras are used 24hrs.
 - **Moved:** Christina Mildren **Seconded:** Shannon Bulmer
- c. Drivers Ed report - Meeting minutes tabled. Highlighted the Truck Show committee donation and decision to put this funds towards 2nd driving lesson as long as the parent attends the lesson. To replace the NSW keys to drive program.
- Photo opportunity PT Wednesday to promote the donation and what going towards
- Still looking for two more volunteers for Friday and Saturday and two on Sunday morning.
- Mentioned the low uptake of driving lessons and whether promotion in the school could be improved. Do they need to receive a voucher?
- d. Principal report
- Glen absent but possibly back end week
 - Completed curriculum audit
- **Membership (new financial members until close AGM 2025) - Nil**
 - **WWCC - Nil**
 - **Policies and key documents - NIL**
 - **State representative support** - Need to provide Leah with list State athletics. Discussion regarding today's football match. Need to determine if this was State level.
 - **Calendar of events/Fundraising**
 - a. Come and try night - Postpone for 2024 but keep on agenda to determine date, co-ordinator and sub committee. Suggestion was to combine the event with the showcase/year 6 event in March 2025. Featured in the promoting school discussion.
 - b. Golf day - 3rd November Sub committee met and outlined plan
 - a. Sponsorship letter

- b. Ball drop instead of raffle
- c. Requested a purpose for fundraising. Agreed that funds would go toward Panbrake for TAS department - \$4,500. See below. Upgrade equipment in TAS department
- c. Ute muster volunteers for Drivers Ed (4 and 5 Oct). Still need 2 volunteers Friday and Saturday night and 2 on Sunday.

School promotion

- First "Where are they now?" post received a really positive response. Meagan is preparing next one. Michelle has details and photo of past student that visited school recently.
- Further investigating and getting quote from Jess Kitchin (ex- student commenced PR business) on ways she can assist us to promote the school.
 - Promoting all the great things Deni High does including how many teachers are involved in marking of Year 12 exams and the wealth of knowledge this provides to our students
- Utilise the radio to promote the school. Timeslot between 7-9 on Saturday
- Putting the school magazine in primary schools, library, medical waiting rooms. Agreed P & C would purchase additional 20 copies 2024 magazine
- Review content in school magazine and see if we can look for opportunities to showcase school
- **General business**
 - Review of meeting night - provide survey feedback. Agreed to trial for the rest of this year Wednesday at 5.30.
 - School reports - feedback and experience of the half year. Discussed at length. Including the positive feedback from staff of the new reporting system and professional development to ensure they are providing meaningful feedback. The particular parent example will be reviewed
 - Drivers Ed - an overview of the curriculum, specifically what is included in terms of cycling safety. Information provided and Jenny and Vince have discussed the cycling component and how that can be incorporated better in the content. Vince to be included in driver ed sub committee
 - Kylie Barker - clarify wishlist request. Luke Charton presented a proposal noting that kids needed to go to TAFE to use their metal folding equipment. Provided photo of current projects built at TAFE. Confirmed can wait until after golf day so the equipment is ready for 2025 students.
 - Lisa raised issue about funding the breakfast club and how no payment was made in 2023 even though we promoted that we provided support for the breakfast club. School contributed \$2,500. 2024 school has contributed \$3,800 to the breakfast club. Discussion about merits and is it achieving what it was first set out to achieve. Feed those who are not getting breakfast at home? Debate however has many other benefits highlighted. Motion was moved to provide \$3,800 for 2024 breakfast program. Lisa to provide P & C with invoice for payment. Agreed to discuss if this is an ongoing contribution and if so how much. Request some input from wellbeing department
 - Lisa explained that school magazine they will only order as many as paid for. They already put out to parents on school bytes and had 74 people respond

however still waiting on payment. This discussion led to P & C purchasing 20 copies to distribute around the community. Also need to have P & C contribution into the school by the end of term 3.

- **Meeting ended: 7.42**
- **Next meeting** - Wednesday 25 September at 5.30

New actions

Action	Who	When	Status
Follow up Monique Gordon e-mail and if travel support requested	Shannon	Sept	
Arrange for Tom to provide State representative list to Leah so letters can be prepared. Determine current level for football team	Robyn	Aug	
Next meeting include on agenda - plan the events/fundraising and dates for next year and organise sub committees. P & C lead or school lead	Meagan	Sept	
Robyn to discuss with Anthony using school bytes to promote 2nd driving voucher if parent attends	Robyn	Sept	
Reach out again for ute muster volunteers when sending out minutes and facebook. Specify times and who to contact	Meagan	Sept	
Provide past student information to Meagan to coordinate for new addition	Michelle	Sept	
Further investigating and getting quote from Jess Kitchin (ex- student commenced PR business) on ways she can assist us promote the school.	Shannon	Sept	
Order and pay for 20 school magazines via school bytes. Ensure get reimbursed payment	Shannon	Sept	
Provide P& C with invoice for \$3,800 to go towards breakfast program	Lisa	Sept	
Future agenda item to discuss if supporting the breakfast program is ongoing P & C commitment and if so how much	Meagan	Sept	
Discuss with Ace Radio potential content to promote Deniliquin High School	Vince	Sept	
Michael agreed to provide a homework center report each meeting. Place on agenda	Meagan	Sept	
Prepare P & C report for school magazine by end of term	Meagan/Kate	Sept	

Action	Who	When	Status
Review school magazine and see if any additional opportunity to promote the school	Shanon/Megan	Sept	