

Deniliquin High School P&C Association

Meeting Minutes

Wednesday 30 October 2024, 5:30 pm

Deniliquin High School meeting room and via Microsoft Teams

- **Welcome and Acknowledgement of Country**
- **Present:** Meagan Rodda, Leanne Mulham, Belinda Baker, Shannon Bulmer, Peata Smith (Online), Sandy Dellwo (Online), Christina Mildren, Wally Bulmer, Vince Kelly
- **Apologies:** Jenny Fellows, Michelle Hindriks, Robyn Kiley, Donna Van Lieshout
- **Conflicts of interest** - Nil
- **Minutes of the previous meeting**
Moved: Leanne Mulham **Seconded:** Shannon Bulmer
- **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. Meagan to touch base with Donna	Chelsea	October	
Presentation prize in honor of Nick Robinson Music award for Nick Robinson.	Robyn to check with Leah	October	Completed
Meet with Canteen to discuss Centrelink volunteer option Need to talk to canteen to fill them in on what is required. Over 55 need to be registered for JobSeeker (registered for voluntary work) Meagan to look through emails for a confirmation email that we are registered. Check with Sureway Meagan will look at ad that Rams used.	Peata/Christina	October	Ongoing
Prepare procedures for pre and post AGM tasks	Kate	October	Remove

WWCC - email details to deniliquinhighschoolpandc@gmail.com if not previously supplied	All committee	Ongoing	Ongoing
Remove Julie Crockett from Westpac	Janine	October	Completed
Robyn to discuss with Anthony using school bytes to promote 2nd driving voucher if parent attends	Robyn	Oct	Completed

- **Correspondence**

- In

- Jenny Fellows - facebook thankyou for ute muster volunteers
 - Graeme Obst - AKW audit division update
 - Golf day - numerous from sponsors
 - ACNC newsletter
 - Mitre 10 via DHS - invoice for bench seats

- Out

- Jenny Fellows - facebook thankyou for ute muster volunteers
 - Golf day - numerous seeking sponsorship

- **Reports**

- a. Treasurer report

- **Moved:** Shannon Bulmer **Seconded:** Meagan Rodda

- b. Canteen report - NIL (meeting on Friday)

- Petty cash - a second bank account isn't feasible. May need to purchase pre-paid vouchers. Christina to call P&C to find out options. May be able to get an account at Coles.
 - Canteen dinner to thank volunteers has occurred.

- c. **Drivers Ed report** - meeting today. Jenny has it under control. No agenda for the week yet. Ute must \$3615 from breathalyser

- d. **Principal report - Nil**

- e. **Homework Centre - Nil**

- **Membership (new financial members until close AGM 2025) - Nil**

- **WWCC - Nil**

- **Policies and key documents - NIL**

- **State representative support - NIL.**

- **Need to keep an eye out. Connor Wilson Nationals is a possibility.**

- Take the box off the letter and write "by accepting this offer you agree to be placed on our mailing list"

-

- **Calendar of events/Fundraising**

- a. Golf day - need P&C members to promote buying a ball and helping on the day. Christina to help from 10:30 - 11:30. Robyn & Matt Kiley will cook for 2 hours. Wally to do drink cart. 15 teams so far (would like to have 18). 6 - 7 sponsor holes. \$300 first prize from Purtils, \$200 for second, \$100 for third. Would like to sell 200 balls.
- b. Raffle for presentation night with ute muster ticket and rug
- c. Set fundraising dates for calendar for 2025 - hold over until next meeting

School promotion

1. Jess Kitchin - video progress. Sent a proposal for us to sign. Pay in 3 installments. Jess will liaise with school. Navorina has done a similar video
2. Request school to provide photos of items P&C has funded for publicity purposes - Leah will provide some photos for us. Add to wishlist form - how will you promote that P&C funded this purchase.
3. Promotion of \$30k worth of donations from P&C in 2024 - Meagan to do for facebook. Print out to promote at golf day
4. Photo of HSC markers - put in paper. Meagan to email Michelle to get this to happen.
5. Look at potentially publicising what we do in Primary newsletters

- **General business**

1. Breakfast program - is this an ongoing commitment (\$3800 agreed last meeting) - Meagan to check if we approved this. Need to be careful what we support so we don't take business away from the canteen.
2. Transition bags - what do we want to include? Do what we support on one side and list of stuff we've donated on the other. Double sided flyer.
3. Wishlist for wishlist items - bra initiative, single sex toilets, school promotion - create a spreadsheet, keep a record of what grants we used to pay for what. Would be great to have a grants person.
4. School presentation awards - Christina to do a speech on behalf of P&C. Writers group award. Meagan will email Robyn & Anita.
5. Payment of bookkeeper - we were paying Julie \$500 per term to do the role. Need to follow up with Janine regarding the number of hours (2 x 40 weeks x \$30??) she is spending. She needs to tell us whether she needs to be an employee or a contractor etc. If we pay as an employee, there will be Superannuation. Shannon to have a conversation with her.
6. Where are they now? has been successful. Meagan to send link to Jess and Luke so they can fill in form.

- **Meeting ended:** 6:44 pm

- **Next meeting** - Wednesday 27 November at 5.30 pm (put on next agenda meeting day and time)

Action	Who	When	Status
<p>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.</p> <p>Chelsea not present.</p> <p>Meagan to touch base with Donna</p>	Chelsea	October	
<p>Presentation day awards: Graham Mckindley - Business Pauline Huntington - Community Nick Robinson - Music Creative Writers Group</p> <p>Christina to do speech on behalf of P&C</p> <p>Raffle - ute muster ticket and rug</p>	Meagan to notify the school	November	
<p>Meet with Canteen to discuss Centrelink volunteer option</p> <p>Need to talk to canteen to fill them in on what is required. Over 55 need to be registered for JobSeeker (registered for voluntary work) Meagan to look through emails for a confirmation email that we are registered. Check with Sureway Meagan will look at ad that Rams used.</p>	Peata/Christina/Meagan	November	
WWCC - email details to deniliquinhighschoolpandc@gmail.com if not previously supplied	All committee	Ongoing	Ongoing
Meeting day and time - agenda for November	Meagan	November	
Booker keeper payment. Conversation with Janine	Shannon	Nov	
Wishlist spreadsheet - setup to keep track of requests	Meagan	Nov	
Flyer for transition bag	Meagan	Nov	

<p>Wishlist form - Add "How will you promote that the P&C purchased this item?"</p> <p>State rep letter - remove the 'do you want to be added to P&C mailing list'</p> <p>Replace with "By accepting this offer, you agree to be placed on the P&C mailing list"</p>	Meagan	Nov	
Photo of HSC markers for paper	Meagan to email Michelle	Nov	
Promotion of P&C donations for 2024 on facebook	Meagan	Nov	
<p>Flyer for Jobseeker program for Canteen.</p> <p>Meagan to look at flyer that Ram's used</p>	Meagan		