

# Bellingen High School P & C Association

## Minutes

Monday, 2 June 2025, 6 PM  
Bellingen High School Staff Common Room  
Gumbaynggirr Country

*Our P&C Association aims to improve the academic, social and emotional outcomes of students regardless of a student's ability, race, gender, religion or socio-economic status.*

*All members should remember to be punctual, prepared, listen without interrupting, speak briefly, and criticise the ideas, not the person.*

### 1. Welcome, Acknowledgment of Country

#### 1.1 Welcome & Acknowledgment of Country (Chair)

#### 1.2 Apologies (Chair) Eva

**Attendance:** Kelly Hamill (president), Melinda Weigert (Vice president) Avril (secretary), Alicia (treasurer), Michelle Elliot (principal), Lisa Welsh (Vice principal), Aleasa, Kathleen Hannah, Sally Hawkins, Melanie Tyas, Milo Bowd, Cole Flett, Nicola Mackie, Caroline Thomas, Michelle Bowling

### 2. Previous minutes

#### 2.1 Approval of Minutes

#### 2.2 Business Arising from Previous Minutes (Chair)

- Donation of a defibrillator by the President was discussed. All agreed that it was a welcome donation and would allow the P&C to focus on other issues and fundraising targets.
- Goals of the P & C.: The President proposed that the goals of the P&C be defined to allow other issues, not just fundraising, to be addressed. All were agreed that the P&C has always, and will continue to focus on a range of topics including:
  - o Student wellbeing- to be addressed via a **Wellbeing sub committee**
  - o Community participation and engagement
  - o Advisory body to the school with regards to educational issues, procedures and policies
  - o Provide a forum for parents to discuss and debate school issues
  - o Fundraising to support the needs of the school - to be addressed by a **Fundraising sub committee**

The President moved that a Wellbeing sub committee be formed to be led by the President. Seconded by the Treasurer. All agreed. Wellbeing sub committee will report back to the P&C.

The Vice President moved that a Fundraising sub committee be formed to be led by the Vice President. Seconded by the Treasurer. All agreed. Fundraising sub committee will report back to the P&C.

**ACTION:** Add Fundraising sub committee report and Wellbeing sub committee report to next meeting agenda

There was discussion about whether fundraising required specific goals. It was agreed that it is always beneficial to have specific fundraising goals. However it was also noted that requests for funding from the

school and student body often develop throughout the year and have a limited timeframe for a response. It was agreed that it is important for the P&C to maintain a budget surplus and occasionally conduct fundraising without a specific goal in order to be able to respond quickly to requests for support from the school and student body.

It was noted that the Principal is working on a wish list of items that the P&C could consider funding. See Principals Report Section 3.1

**ACTION: Principal to continue to share fundraising wish lists with P&C.**

- The President proposed that the P & C develop ethical guidelines for fundraising. The Treasurer reported that the P&C Federation has guidelines that recommend not accepting donations from organisations that promote unhealthy food, tobacco, alcohol products, gambling products, weapons manufacturing, or anything illegal. Our fundraising and events should send the appropriate messages to the students and community about inclusivity, respect, and diversity.
- The President raised an issue of communication problems within the committee. After some heated discussion it was agreed that the committee would meet with the Principal to discuss the issue.

**ACTION: President to arrange a date for the committee to meet with the Principal**

- Meeting with the principal. The President met with The Principal on 15 May to discuss issues. Michelle suggested some 'wish list' items, including a pottery wheel. The Principal was to consider any items P&C could fundraise for and reasonable expectations of fundraising targets. Student wellbeing, educational issues and collaboration with P&C were other items discussed. The Principal noted that there were procedures coming up for review that the P&C could provide feedback on.

**ACTION: Principal to advise on procedures that P&C could provide feedback on.**

- Discussion on P&C hosting/supporting two other events:

**ACTION: Secretary to add to agenda for discussion at next meeting (end of June).**

### **3. REPORTS**

#### **3.1 Principal's Report**

- **ACTION FROM LAST MEETING: Principal to send online declaration for P&C gym volunteers to complete. Not discussed.**

- 1. Flood closure - The Principal thanked the school community for patience and understanding during the recent school closure due to widespread flooding on the mid-north coast. The Principal reported that the decision to close the school in an event of this magnitude is made at a regional level, and individual schools are not involved. The Principal also reported that the situation was made more difficult because some teachers were not calling in to say they could not attend on Day 1 of the flood, so the school had to resort to offering minimal supervision. A parent suggested that the Principal might get some more insight into when and if a flood is likely in Bellingen by contacting the SES, regardless of who makes the decision to close the school.
- 2. The transition to 11 timetable has gone out
- 3. Athletes' carnival has been postponed to Wed, 10th June
- 4. Attendance - reminders about replying to sms or sending an email when your child is absent from school. Many parents are not notifying or responding to texts and emails, and it results in an unjustified absence being recorded. Parents have 7 days to respond.

Parents can notify the school via phone, email and Sentral. If a child has too many unexplained absences, a liaison officer can send parents to the courts, and your child could be forced to be examined by a doctor. The Principal has asked for extra funding from the Education Dept. for admin support to follow up on unexplained absences.

5. Great success for inter-school Futsal teams; particularly U16 BOYS who were the premiers

6. Great attendance at both Year 7 and Year 9 excursions. Parents reported that students thoroughly enjoyed both camps.

7. The interview panel is still in progress

8. Wellbeing report from Magda

- Top Blokes is a program for a small group of Year 9 boys who meet weekly over a few terms, information leaflet shared. Parents at the meeting questioned how participants were selected and asked whether more students could be offered a place. Another group could be supported through the program for \$2500-\$3000
- Year 7 program for girls focusing on friendship and bullying.
- Year 9 group focusing on vaping education, talking to the kids about the consequences.
- Leadership ongoing programs include the mentoring system- Bello buddies, fruit club, Karaoke (every Thursday), Kindness Kitchen
- Kathleen would like it to be discussed next agenda
- Parents raised the issue of trans and nonbinary kids and highlighted the importance of educating the entire student body about LGBTQI respect, inclusivity and accuracy when talking about gender vs biological sex. The Principal advised that respectful behaviour and inclusivity is taught as part of PDHPE.
- A parent and representative from Coffs Coast Gender Alliance spoke about the view of gender held by the local Gumbayngirr community and shared by Uncle Micklo. Suggested it would be good to approach Uncle Micklo about speaking to the student body on this topic.

**ACTION: Wellbeing sub committee and Principal to discuss this further and report back to P&C.**

9. Assessment Review for Yrs 7-10 - Principal shared draft procedures for review

**ACTION: Vice President to post on P&C FB page COMPLETED**

10. Behaviour levels are being reviewed internally

**ACTION: Principal to notify P&C when behaviour level review is ready for comment by P&C.**

11. WISHLIST- second microphone for Karaoke club, commercial toaster for breakfast club, sensory packs for each building (only 1 kit currently available), chess boards, cold water fountain (\$1500 but the Principal also offered to partially fund this item).

**ACTION: Vice President to formally document WISHLIST items for discussion by the fundraising sub committee**

### **3.2 Financial Reports (Treasurer)**

- 4 new members paid at the last meeting
- Renew membership with the Federation of P&C Associations (June)
- AUDIT- submit completed HQB audit (June)
- ACNC - submit annual information statement (June)

**ACTION: Treasurer to complete the above items before the next meeting**

- Insurance due on 1 August

**ACTION: Treasurer to complete in July**

- No outgoings since the last meeting
- Approx \$500 will be spent this month on the supplies for the Bellingin Readers and Writers Festival and Charlie and The Chocolate Factory School Musical fundraising events.
- Balance \$8,368.53

**ACTION:** Treasurer to complete change of signatories and obtain float and cash box for Bellingin Readers and Writers Festival. **COMPLETED**

### 3.3 Correspondence *(Secretary)*

- Kalibrate-Ed - Vice President emailed details to the membership for consideration. The item was not discussed further.
- Bellingin Council is offering Traineeships, Apprenticeships, Cadetships with Council. Applications due very soon, tight turnaround. Copies of the email from Maxine Compton (Bellingin Council) can be emailed out for anyone interested.

**ACTION:** Vice President to post on the P&C FB page. **COMPLETED**

## 4. PRIORITY BUSINESS

### 4.1 Advisory/ Information *(Chair)*

**ACTION:** Secretary to send notifications to Sissiel K. for inclusion of P&C meeting dates, call outs for volunteers and feedback requests on the BHS FB page.

- The government has just announced a review into bullying at schools and is seeking feedback. This is the link to the information:

<https://www.education.gov.au/antibullying-rapid-review>

**ACTION:** Vice President to add this link to P&C FB page **COMPLETED**

### 4.2 Student/Parent inquiry *(Chair)*

- The principal is to raise the idea of a coding workshop with Dave Mayo (IT teacher) and Frieda Gorman (School careers adviser) and report back to P&C. The principal has not been able to discuss the idea with Dave Mayo.

**ACTION:** Secretary to include on agenda for next meeting.

- A parent raised the ongoing issue of a lack of a coach and no training sessions prior to an interschool sporting event for the U16 boys' futsal team. Another parent stated that the same issue had occurred with the U14 girls' team this year. This followed the lack of support for the same boys' futsal team last year to attend the interschool competition, despite girls' teams being supported to attend. The issue was raised by the same parent last year in the hope that it would not occur again. The team went on to win the competition this year without any training. The parent is concerned about what message this is sending to the boys? The Principal responded, apologising and indicating that the absence of Liz Hoy has been a major stumbling block in providing adequate support for the futsal teams. The Principal indicated that Mr Gonski was keen to take on the coaching and support for the boys' futsal teams, but that other school events had prevented that from happening to date. The Principal suggested the parents of the boys contact Mr Gonski and indicate they would like him to coach the team, and that before or after school options could work. The Principal also indicated that parents could coach the team and use the MPC once the school musical was over.

**ACTION:** Parent to contact Mr Gonski and encourage parents of other team members to do the same.

**ACTION: Principal to discuss support for boys' futsal teams with Mr Gonski and report back to P&C.**

- A parent asked about broadening the sport options for Years 8-10, especially with the loss of golf this term. Could the P&C help to fund any other options?
  - boxing
  - archery
  - Urunga golf course
  - Ten-pin bowling

Discussion centred around the limited time available with sport now on Wednesday, Periods 1 and 2, limiting how far students could travel.

**ACTION: Principal to investigate boxing and archery as potential options for sports and report back to P&C.**

#### **4.3 Events / Relationship Building/ Community Donations (Chair)**

- Breakfast club:

A photo of the toaster in action was requested by the P&C. The school would still like a Commercial toaster to serve more students quickly.

**ACTION: Vice President to ensure a commercial toaster is placed on the fundraising WISHLIST.**

#### **4.4 Fundraising (Melinda)**

- The Annual Fundraising Calendar

**ACTION: Secretary to add to agenda for next meeting (end of June).**

- Bellingen Readers and Writers Fringe Festival Sunday, 8 June 2025: Call out for volunteers and bakers for the stall on Sunday. The Vice President shared a link to the Signup page with members and Sissiel / BHS.
- School Musical Thursday, June 26th, to Saturday, June 28th, 2025: Call out for volunteers for the canteen each night.
- The Vice President moved a motion to approve the spending of approximately. \$400 for supplies to cover both events this month. Expected return of \$3000 for the Musical. The motion was seconded by the Treasurer, and the motion was carried with all in agreement.

**ACTION: Vice President to share a link to the Sign-up page for School Musical volunteers with members and Sissiel once the Readers and Writers Festival is over.**

**ACTION: Volunteers to add names to the Signup page for the School Musical**

- Bello Community Markets - 16th August 2025. Volunteers are asked to take a shift between 8 am and 2 pm.

**ACTION: Vice President to share a link to the Signup for Bellingen Community Markets with members and Sissiel once the School Musical is over.**

#### **5. GRANTS (Melinda)**

- Magdga Pomroy asked the P&C if they would collaborate on a grant application to fund a second SSO. Magda will prepare the application and complete all paperwork required. A motion to support Magda was moved by the Treasurer and seconded by Milo Bowd. Motion was carried.

**ACTION: Secretary to inform Magda that P&C support the grant application.**

- Coopers Foundation Grant General 50k and Sustainable Giving 150k Youth Education <https://coopersfoundation.org.au/grants>

*All applicants must fulfill the below eligibility criteria;*

- *Charity registration with the Australian Charities and Not-for-profits Commission (ACNC)*
- *Deductible Gift Recipient (DGR) Item 1 endorsement by the Australian Tax Office*
- *Annual income under \$ 10 million in the previous financial year*

The previously listed grant choices were emailed to the school and are waiting for a response if any of them wish to participate.

**ACTION: The Principal to let P&C know if we should proceed with any of the grants.**

**ACTION: Frieda Gorman will inform the Principal and P&C of a suitable date for her to share her learnings on Vocational Education from a recent study trip to the Scottish Islands**

**ACTION: Secretary to check with the Principal before the next meeting about whether Frieda will be attending to give a Vocational Education talk.**

**6. CLOSE AND NEXT MEETING**

Meeting closed at 7.25 pm

The next meeting is on Monday, 30th of June 2025, 6 pm, Staff Common room.