

Bellingen High School P & C Association

Minutes

Monday 13th March 2023 6pm

Bellingen High School Staff common room

Gumbaynggirr Country

Attendees – Rachael Case (chair), Sandra Ruming, Graziella Reeson, Katharine Sutherland, Elisa Hall, Chelone Boshier, Tim Laverty (relieving Principal), Caroline Thomas, Raeleen Carey, Sally Hawkins, Vicki Greer, Michelle Bowling, Milo Bowd, Jade Tsang, Melanie Tyas, Kathleen Hannah,

1. Welcome, Acknowledgment of Country (6.13 pm)

1.1 Welcome and Acknowledgment of Country (Chair) - Covered in AGM.

1.2 Apologies (Chair) - Melissa Sankey

2. Special guest - Introducing new Year 7 Advisor & TAS teacher - Kendl Cramer

Kendl has been teaching for 10 years & joined BHS in 2022. Kendl & Jess Kelly are both assisting with the writing new syllabus. Together with Frieda Gorman they are setting up a coffee shop which will be run by Yr 11 & 12 students to assist with barista training to help with ongoing qualification.

Kendl has requested to run a bank account through P&F as they currently can't have a school account as it would require a 2nd Eftpos terminal, which school does not want to do. Point of Sales (POS) & Square reader also needs to be set up.

P&C fully support the initiative, but just need to understand logistics & implications re fundraising vs business & if that is acceptable as an organisation.

Suggestion to run the idea through by peak body to see if it's ok to do as perhaps other schools have done this.

Action: Office bearers will investigate & advise at the next meeting.

Kendl will continue to investigate with other schools.

3. Previous minutes

3.1 **Approval of Minutes** – Previous minutes Moved by Milo Bowd, 2nd Graziella Reeson

3.2 **Business Arising from Previous Minutes** (Chair)

- Cake Stall Fundraiser 4th March at Thrive Festival - raised \$572. Thanks to all who baked & helped out on the stall on the day.

- Square reader – unfortunately couldn't set up as it would not go past needing the Inc. Number. Certificate of Inc. does not issue a number.

Action – Mel Tyas to continue to investigate square reader setup. Kathleen Hannah to be reimbursed for the purchase of Square reader. Receipt provided.

- Principal appointment process – Interviews will commence next week.
- BHS Community & Business Meeting 22 Feb update? – Held at CWA, approx. 25 people attended from various businesses across the community. The program aims to connect with students who are not engaging at school & perhaps gain experience in the workplace. The grant obtained by Jennie Farrands is going towards supporting this transition for students. Nathan Beale (BHS teacher) is coordinating the process & will be the liaison between the school & businesses/people wishing to be involved. Currently they are linking in with Sure Tracks which is an alternative program with Macksville TAFE & prepares students with skills/work readiment. This has been modelled off the Back Tracks program.

Suggestion to Liaise with the Wellbeing team to help identify students.

- Wellbeing Update (Tim) – 17 recommendations came out of the review. Wellbeing Team Leader Paul Pomroy has stepped down and the Senior Exec team will be liaising in lieu of a Team Leader. Year advisors time has been increased to 4 periods a cycle (every 2 weeks). A process is currently being looked to engage faculties to continue with programs going forward after they have been delivered, or to train staff to help keep it going. P&C requested for Wellbeing update halfway through the year to keep us updated.

4. REPORTS

4.1 Principal's Report

It was great to see so many new parents last week at the Year 7 Welcome BBQ & to have P&C representation to talk with & encourage new parents to attend meetings or help out.

School communication has now gone electronically to School Bytes which means that permission notes & finances have now gone electronic. It is important that the school has correct family details in the system.

Checking in with the Year 11s to see how they are going. Interim reports will go out at the end of next week.

NAPLAN is about to happen for years 7 & 9. The timing of this will allow for much earlier access to results which will be good for planning.

Milo & Mel questioned if there was a student 'opt out' message coming from teachers for NAPLAN as this was being put to students.

Action - Tim will follow up as this is not the case, however written exemption can be requested if required.

If students are absent on the day of NAPLAN, catch up sessions will be made available the following week. As it's now all online, this structure is beneficial as it adapts to individual students' requirement.

4.2 **Financial Reports** (Treasurer)

- Current account balance is **\$4216.13 Cr.**
(\$50 reimbursement required for Kathleen Hannah for Square reader purchase)
- Year 12 Scholarship was confirmed as paid last year, however it has not come through to school as paid.
Action – Jade Tsang to investigate further.

4.3 **Correspondence** (Secretary)

- Dean Evers (Hope for the Homeless) offered opportunity to be the first community organisation fundraiser sausage sizzle for the new Bellingen Carboot Sale at the Showgrounds (4th Sunday of the month). - P&F declined for this time
- Kaz, Bellingen Markets & Plant Fair asked for support for student led activities.
- Not much information provided on that, but November market advised for BHS.
- Invitation to Comment - Inquiry into Disruption in Australian School Classrooms - to P & C Federation by 17th March 2023 mail@pandc.org.au
- Can be done individually or can send as a P&F group.

5. **PRIORITY BUSINESS**

5.1 **Advisory/ Information**

- Membership of P & C registration & payment (*incl voting rights)
 - Done. 15 Forms received.
- Planning for 2023 - potential new meeting date/s - April, June, July
 - Too many meetings fall on holidays. Agreed to change the following meeting dates April 3rd May 1st, June 5th, None in July.
- P & C Communication channels - P&C email list, facebook page, school via admin & skoolbag app.
 - Anyone welcome to add onto FB page.
- Interview Panel Training - open to all for future panels - register your interest. – To be a P&C rep need to do induction (read online only) to be added to the pool.
- P & C Federation Webinars.

5.2 **Events / Relationship Building**

- Year 7 Welcome BBQ 6th March - promoted P&C
- Breakfast club volunteers always appreciated: Wed, Thurs, Fri, 8 – 9am, Contact Magda @ school

5.3 Fundraising

- Grants subcommittee (*Graziella, Mel*) - help welcomed
 - Currently no eligible grants.
- 2023 Fundraising subcommittee (*Milo*) - help needed
Planning for:
 - trivia night - date TBC. Can't have alcohol if at school. Decided to have offsite. Offer by Kendl for catering from school. Suggestion to have platters made by school that can be purchased. Request for kids/family trivia at school. Could approach Youth Hub to help coordinate.
 - BHS musical - catering fundraiser - June, end of Term 2
 - colour run - date TBC
 - Bellingen community markets - Nov 2023

6. OTHER BUSINESS (*Chair*)

- Culture of violence at the school was raised. Recent incident was concerning & phones used to video. Tim advised that there is ongoing management in terms of language & social media. Could do more information sharing to help support parents. Tim encourages parents to call & talk to school directly with any concerns. Best to go to Year Adviser first, then Senior Exec to escalate to.
Addressed NSW Public Schools policy at Assembly. Plans in the pipeline regarding Social Media engagement.
Action - Circulate Wellbeing Poster to help with raising issues/concerns.

7. CLOSE AND NEXT MEETING 7:23pm

Next meeting Monday 3 April.