



Newcastle High School
P & C ASSOCIATION

Parkway Avenue, Hamilton South NSW 2303

NEWCASTLE HIGH SCHOOL P & C ASSOCIATION

OPEN PARENT FORUM/DISCUSSION

5.30PM, MONDAY 15TH AUGUST 2022

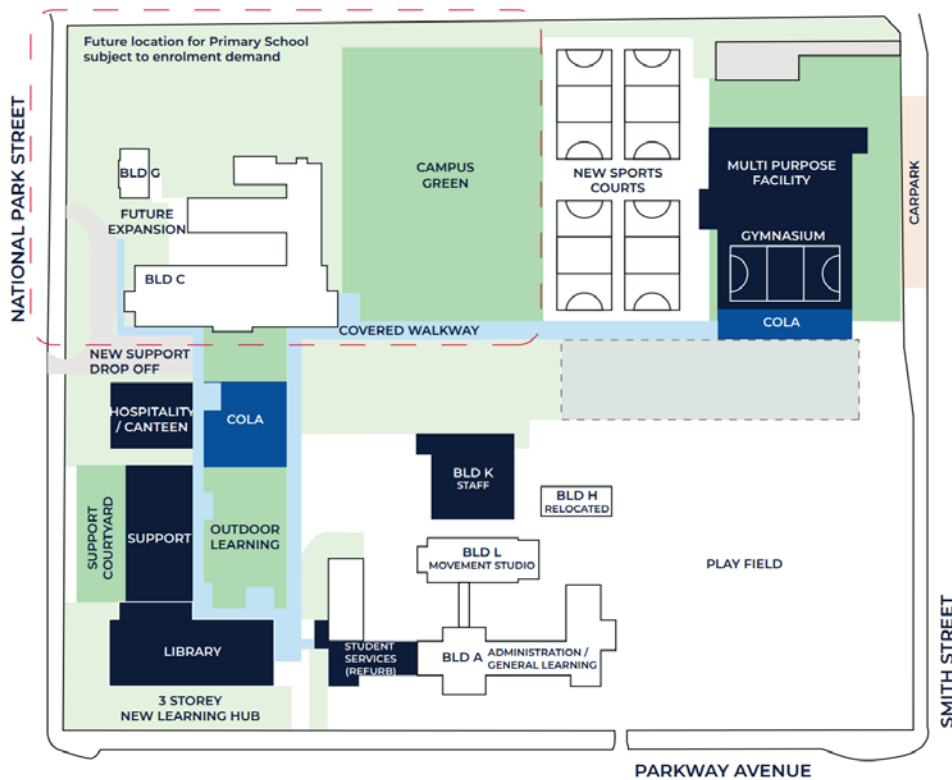
TIME & DATE:	15 th August, 2022. Discussion opened at 5.36pm.
LOCATION:	NHS Library & Via Zoom

ITEM	DISCUSSION	ACTION
1	INTRODUCTION	
	Acknowledgement of country. Welcome & thank you	KW
2	ATTENDANCE	
	Staff: Janene Rosser (Principal), Meaghan Bennett (School Infrastructure), K White, A Clancy, M West, D Smith, J Wright, F Frangos, P Williams, L Crakanthorp. J Hamson (Zoom) R West, T McClenahan (Zoom), T King (Zoom), K Cowling (Zoom)	AC
3	MINUTES	
	Motion: That the minutes of previous meeting are a true and accurate record of the meeting. KW Sd:	
4	PRESENTATION	
	<p>Uniform Shop Presentation Conan Hill/Kristy Smith (Uniform Shop Co-ordinator) – BME Group of Companies- New Uniform Supplier Conan and Kristy excited to be a part of NHS. The Shop will be renovated to be show pride in the school and a more inviting comfortable space. BME is an indigenous owned company committed to community involvement and giving back and are doing their best to make uniforms affordable.</p> <p><u>New School Rebuild</u> Meaghan Bennett – Project Director School Infrastructure Presenting on the school re-build update.</p>	

Funding through Treasury was approved for the new Newcastle Education Campus.

The new campus will cater for the growing population in the region and improve learning facilities

- There will be new flexible learning spaces, a new library, new science laboratories, kitchens, canteen, support class facilities and gym.
- Including facilities for shared public use.
- Master planning and the designs were completed last year.
- AECG meetings have been held to discuss input from the indigenous community.
- Final designs for the new high school will be determined in future design phases and presented as reports are completed and Janene and the build committee determine what is best for the staff and spaces.
- Infrastructure department has a set way of providing spaces based on education principles.
- Parent request to add P&C parent representative to the community liaison meetings, Janene advised meetings held Thursday afternoons.
- More progress updates will be available in the coming months with regard to final location of all facilities, look and feel of internal layouts and the learning space configurations.



Indicative masterplan only and subject to change.

Presentation: Hayley Edwards – HT English
Reading/Writing Vocabulary
Particularly Vocabulary.

Literacy is everyone's business – Skill building with English Games – more engaged.

- Library – honing reading culture
- Book Week – Week 6
- Short Story writing – happy and excited for literacy programs.
- Activities – collating responses – bettering growth for future years.
- Starting reading culture early.
- Linden – SLSO – piloting a reading program – English and reading being used in the new syllabus.
- Flyer available online.

Annual Forum items tabled.

Principal Presentation

([Principal's Report](#))

Term 3 Updates

School Re-Build Update – Meaghan Bennett to speak about progress so far

General Business

Write it write 2023

Motion to approve/endorse to the program for further endorsement by AECG.

Ally 2nd

Carried

Insurance Renewal

Motion to renew and pay insurance to Andrews insurance services.

KW

2nd MW

Carried

President's report – Karen White P&C President

Archived P&C documents have been sorted through and managed
P&C Federation has advised that documents relating to P&C minutes must be retained indefinitely

Documents relating to finance must be retained for 7 years, and documents relating to employees must be kept for 7 years also.

There are three boxes of canteen documents that are eligible to be disposed of due to being held beyond the 7 years and have been labelled clearly. There are two other boxes that need to be retained until 2023- 2024, and they have also been labelled as such.

In July, Rebecca West (Vice President) and I met with some of our previous NHS P&C office bearers to organise a change of signatories on our bank accounts. Rebecca and I are now both signatories on those accounts.

Thank you to Rebecca and Myles for your assistance in this process.

Our NHS P&C Annual Information Statements (AIS) have been updated. The Covid period had affected our preparation of these statements and we have now updated these. Thankyou again to Rebecca and Myles for assisting me in completing these. We have had several discussions with ACNC over recent months – but have those completed now.

We are also now clarifying that we are an ‘Incorporated’ entity as there was some confusion over this status. Thanks to Rebecca for providing our certificate that declares we are an ‘Incorporated’ entity. P&C Federation have given us their full support for our application to the ABR (Australian Business Register) to have our status updated from ‘Unincorporated’ entity to ‘Incorporated’.

A very warm welcome to BME – our new uniform supplier at NHS. Sincere thanks for your presentation to our parents/carers and community this evening. We would like to acknowledge the wonderful work you have done thus far in updating the uniform shop and providing a wide range of options for the students at NHS.

Thank you to Deb Smith for her research on the Krispy Kreme donut fundraiser. Unfortunately, they do not deliver to Newcastle. Also thanks to Peter who investigated the Bunnings BBQ option for our fundraising venture. We are also considering Billy G’s Gourmet Cookie Dough as an option.

Thankyou Janene for your consultative approach on the new build planned for NHS and organising an update for our P&C at our Term 3 meeting. It is an exciting time for the NHS community, and we look forward to working together as the building developments begin and very much keep in mind the collaboration needed to balance the needs of the current students at NHS while these plans progress

Fundraising:

No quick solutions, if any of the families have some ideas they can put forward

Motion: to test Billy G’s Cookie dough Fundraiser - Less work than bunnings, more yield.

- Parents will need to create an account to order.
- Will generate some much-needed income for the P&C
- Check storage facility option before proceeding.
- Can do through school bytes to get it out to the community.
- Can be thawed and refrozen

Motion: Karen to contact Billy G’s – 2nd AC

Treasurers report

Tabled – No income

Janene: What to do with the funds that are in the P&C

Co Fund with the school something significant eg. a bus/sporting facility shed something to benefit the kids.

ACNC: Motion to reapply to ACNC with ABN/ABR entity's changed.

Md: KW

2nd: MW

Carried

Questions:

Careers adviser

- Schools are struggling with the Careers (no time to approve new staff)
- Val Kadarusman currently in the role
- Amanda Hind still has right to return
- Highly skilled profession.
- Not enough time to fill a position.
- Wheels in motion, Janene will have a new per
- Yes solution, done the best we could in the
- Someone full next year

New Build.

Parent body representation? Should we request an invitation to join some of the Infrastructure Delivery Team's meetings?

A staff representation – EOI sent out last year

Delivery team is separate

Principal to push majority of the direction

Email Meagan to check

3-4pm meeting as deemed necessary on Thursday's but will need to check if a parent can attend

Question: Donating a percentage of funds for a program – not necessary as school needs to take responsibility to deliver these programs.

Auditor not needed.

P&C Membership renewal due – Gold Coin Donation or Bank details as follows:

P&C Bank account for Membership Deposits and/or Donations:

Newcastle High School Parents & Citizens Association

Commonwealth Bank of Australia

BSB: 062821 Acct: 00903409

Propose new meeting format

Principal report then 1 presentation

What would the parents like to hear this year.

Anti Bullying?

P&C BBQ at next meeting

Meghan to attend? Parents can ask questions regarding New Build

Meeting Close 7.18pm

Next parent P&C forum will be held Term 4 Week 3
Monday 7th November 5.30pm

AC

FINANCIAL P&C MEMBERS 2022

Ally Clancy
Karen White
Trent McClenahan
Jo Hanley
Peter Williams

Myles West
Rebecca West
Deb Smith
Kylie Cowling

P&C MEETINGS 2022 (HELD AFTER PARENT FORUM – 1st Monday of week 3 Each Term)

Term 1 - 21 February 2022
Term 1 - 23 May 2022

Term 3 - 15 August 2022
Term 4 – 7 November 2022