

# MINUTES

## James Sheahan Catholic High School P & C Meeting No. 5

**Date:** 26 July 2017  
**Meeting commenced:** 6.15 pm  
**Minutes by:** Mary Taylor  
**Chaired by:** Tom Capell

	<p><b>Present/Apologies</b>  <b>Present:</b> Tom Capell, Mark Pauschmann, Kerrie Ford, Neal Livermore, Angela Thornhill, Lauren Ritchie, Cathy Mileto, Elizabeth McRae, Kelly Porter, Kelly Carberry, Stew Vidler, Mary Taylor  <b>Apologies:</b> Lisa Harris</p>
5.1	<p><b>Acceptance of previous minutes</b>  Moved – Neal Livermore  Seconded – Tom Capell</p>
5.2	<p><b>Incoming/outgoing correspondence</b></p> <ul style="list-style-type: none"> <li>• Email from Mrs Whiteley re student wellbeing</li> <li>• Email from P&amp;C to Mrs Whiteley re student wellbeing</li> <li>• Letter sent by P&amp;C to CEDB re Dr Coulson evening</li> <li>• Email from parent supporting crossing on Anson Street and response thanking parent</li> </ul>
5.3	<p><b>President's Report</b></p> <ul style="list-style-type: none"> <li>• Waiting for wellbeing discussion by teachers which is to be at our next meeting, change in P&amp;C philosophy starting to become evident</li> <li>• Hoping for suggestions for future spending by P&amp;C, depending on how much is received from the Voluntary Contribution. <b>Ideas for future support by P&amp;C:</b></li> <li>• Maybe get in touch with Winston West (SRC) – ask for ideas for spending – eg: tables and chairs for students</li> <li>• Stadium style seating around oval</li> <li>• Duke of Ed equipment bank: Back packs, sleeping bags, cooking utensils, tents etc – P&amp;C could donate to that – annually or as a one off?</li> <li>• Generate a list once we have more idea of our funding base</li> </ul>
5.4	<p><b>Principal's Report</b></p> <ul style="list-style-type: none"> <li>• Wellbeing team (Mrs Whiteley and Mr Wickham) coming to our next meeting to discuss wellbeing programs for the school. Funding required. Training of staff will also be required for new wellbeing programs.</li> <li>• A couple of weeks ago, the Diocese put on a 'Show case' – Personal Development for teachers, at Wellington, so teachers could see what was happening in different schools. Kelly Carberry was there and spoke (as one of two parents plus four students in front of around 400 people) very positively about the CEDB, our P&amp;C, wellbeing and mental health, and public speaking for students. The Show Case theme was making education more relevant for students. Collaboration of schools and diocese. More involvement for students, and more experience, rather than just being told (theory). Sheahan students experience through social justice, SRC, fundraising, learning about social responsibility.</li> <li>• PAC up and running, getting a lot of use. Simon Tedeschi is coming to do a concert in the PAC (world renowned pianist) on Saturday 12 August. 6.30pm for 7pm start. Tickets are \$40 per adult and \$20 per student.</li> <li>• CYMS has suggested designs for cricket nets on the oval near the railway line. The school is supporting CYMS in their application. Open up the school to more community use.</li> <li>• School putting in application to have tarmac area near basketball courts resurfaced. Plus two old tennis courts to be used for a multi purpose surface (there are still six tennis courts remaining).</li> <li>• By upgrading all the sporting facilities, more students may be able to stay at the school for sport in years 7 to 10.</li> <li>• Hopefully by the end of the year, the Council will pave the dirt road in the middle of the school, then will construct a bike track through the school grounds (as part of the new orbital bike track. Students will be able to ride bikes to school.</li> </ul>

5.5	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>• Bank balance at end of June was \$12,355.08. Since the last report on 2 June:</li> <li>• Income of \$75 from movie tickets</li> <li>• Expenses of \$237 for providing wine &amp; cheese (Dr Coulson evening), \$40 for cake tins Dinner Dance evening and \$2,500 for teacher grants</li> <li>• Treasurer's report appended to these minutes.</li> </ul>
5.6	<p><b>Student Wellbeing</b></p> <ul style="list-style-type: none"> <li>• Wellbeing team coming to our next meeting on 30 August to discuss wellbeing programs for the school.</li> <li>• To be mentioned in the next school newsletter.</li> </ul>
5.7	<p><b>PAC plant funding</b></p> <ul style="list-style-type: none"> <li>• P&amp;C to contribute \$500 towards plants around the PAC</li> <li>• Proposed: Neal Livermore</li> <li>• Seconded: Cathy Mileto</li> </ul>
5.8	<p><b>Dinner Dance update</b></p> <ul style="list-style-type: none"> <li>• Cathy and Mary met with Katie from Groundstone during the holidays</li> <li>• Choice of two or three types of main meal (depends on numbers)</li> <li>• Tickets on sale from Friday this week</li> <li>• Everything else is organised</li> <li>• Libby &amp; Cathy have been collecting decorations from around the school (music manifesto)</li> <li>• Cake making day on Saturday 19 August (1pm) – 3 to 3 ½ hours</li> <li>• We need to sell at least 160 tickets for it to go ahead</li> <li>• Stew promoting on P&amp;C facebook</li> <li>• Mark to mention to teachers</li> <li>• Get an article done in local 'Life' paper</li> <li>• Church bulletin (Cathy &amp; Libby)</li> <li>• Primary schools</li> <li>• In about 10 days, send out emails to ask people to help on Friday afternoon</li> <li>• Also ask people to volunteer to help clean up on the Sunday</li> <li>• Stew suggested we pay for Facebook advertising to target relevant Facebook users – approximately \$100 (approved by Neal Livermore, seconded by Mary Taylor)</li> <li>• Ms Shirma has indicated that the year 11 hospitality students will do the serving and cleaning up on the night as part of their hospitality requirements</li> </ul>
5.9	<p><b>P&amp;C meeting dates</b></p> <ul style="list-style-type: none"> <li>• Change from week 2 to week 3 of each term (plus retain meeting in week 7) – due to newsletter going out in week 2 of each term, so we can advertise in that prior to the meeting in week 3 – plus week 2 is a bit early in the term, everyone is still recovering from the holidays.</li> <li>• Agreed by all present.</li> </ul>
5.10	<p><b>Traffic Concerns</b></p> <ul style="list-style-type: none"> <li>• The P&amp;C has been attempting to get some sort of crossing for students on Anson Street since at least 2003.</li> <li>• School Executive and P&amp;C had a meeting with RMS, Council and bus operators on 22 June (week 9 last term) to discuss Anson Street – a pedestrian crossing of some sort. Council stated they're doing their own pedestrian and traffic counts, then will pass them on to the RMS, which will then decide (using formulas) what is best to be done on Anson Street.</li> <li>• <b>A further meeting is to be held in late August to hear the RMS and Council decision.</b></li> <li>• <b>P&amp;C to write to Mr Munro (Councillor) to advise him of our concerns and request him to come to our next meeting with RMS.</b></li> </ul>

5.10	<b>Traffic Concerns (cont'd)</b> <ul style="list-style-type: none"> <li>• P&amp;C to do a further pedestrian count over four days prior to the August meeting. Timing: 8.15am to 8.45am and 3pm to 3.15pm on each of four days.</li> <li>• Additionally, it was resolved that if, at the August meeting, the RMS do not offer a crossing on Anson Street, the P&amp;C will then request parents to write to the Minister, plus the P&amp;C will request a meeting with the Minister to present our case for a pedestrian crossing/traffic lights.</li> </ul>
5.11	<b>Grant applications</b> <ul style="list-style-type: none"> <li>• Possibility of P&amp;C applying for small grant applications</li> <li>• Suggestion of applying for a grant from Council – seating around oval</li> <li>• Talk to Andrew Kent, CYMS (rugby league and cricket)</li> </ul>
5.12	<b>Any other business</b> <ul style="list-style-type: none"> <li>• Small tree for triangle in car park – crabapple – Libby to talk to Phil</li> <li>• Concerns raised by a parent about year 11 interviews – that parents and students don't know by whom they will be interviewed &amp; that there is no place for students to write whether they have concerns or issues in their applications – explained by Mr Pauschmann that parents and students are interviewed by whoever they are given, and it has always been this way and there haven't been concerns raised previously, and that students are asked at the end of the interview whether they have any questions or concerns going into year 11.</li> <li>• Questions about survey of students, parents and teachers. Parents wonder whether a baseline survey of mental health/wellbeing would be a good idea, so if wellbeing programs are implemented there is a measured baseline that can be compared to future survey results. Mind Matters mentioned, to be looked into and information gathered to be forwarded to Mr Pauschmann.</li> </ul>
	<b>Date &amp; time for next meeting</b> 6pm Wednesday 30 August 2017 in Bistro meeting room downstairs at Kellys Hotel Meeting closed 7.55 pm

**ACTION PLAN**  
**James Sheahan Catholic High School P & C**  
**26 July 2017**

Month	Item	Action	Whom	Complete By
		Review of school iPads – update Mark to request Laura Tilston to put some information in the newsletter re review being undertaken. First step is gathering information from teachers about what the issues from a classroom point of view are, then a student/parent surveys will be conducted	Mark	Ongoing
July	5.3	Talk to Winston West about ideas for P&C funding assistance eg: outdoor tables and chairs for students	Mark	Next meeting
July	5.6	Wellbeing discussion to be mentioned in both school newsletters prior to meeting on 30 August	Mary	30 August
July	5.7	Cheque for \$500 to be given to school (PAC plants)	Neal	7 August
July	5.8	<i>Major Event for 2017: Dinner Dance 26 August 2017</i> Ongoing work – organise food, etc Remind volunteers for cake making day 19 August Emails to P&C asking for volunteers to set up and clean up Cheque for approximately \$100 for targeted Facebook advertising <b>Advertising:</b> Promote on Facebook Mention to teachers Article in free 'Life' paper Church bulletins	Cathy M Mary Mary  Neal  Stew Mark Cathy Cathy/Libby	Ongoing 10 August 10 August  Next meeting  ASAP ASAP ASAP ASAP
July	5.9	Change weeks for P&C meetings – P&C documents on school website & advertise in school newsletter	Mary	ASAP
July	5.10	Traffic concerns: record student crossings over four days prior to meeting with RMS in late August Notify Mr Donato of meeting date and time Letter to Mr Munro (Councillor)	Mary  Mary Mary	ASAP  Mid August ASAP
July	5.11	Small grant applications – talk to Andrew Kent, CYMS (rugby league & cricket) re seating around oval	Lauren	ASAP
April / May	5.12	Consideration of purchase of a plant for small triangle area in carpark – crabapple suggested. To be discussed with Mr Phil Short. Baseline survey/mind matters (mental health/wellbeing) suggestion – information to be forwarded to Mr Pauschmann	Libby  Angela	Next meeting  ASAP

# **James Sheahan P and C**

## **Treasurer's Report**

30/06/2017

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Balance brought forward from December 2016      \$15,129.07

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### **Income**

Sponsorship	0.00
Movie Tickets	675.00
Dragon Boat Event	0.00
Trivia Night	0.00
Markets	0.00
Bank Interest	14.51
Sundry Income	0.00
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Total Income	\$689.51

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### **Expenses**

Raffle	0.00
Trivia Night	0.00
Movie Tickets	0.00
Dragon Boat Event	0.00
Markets	0.00
Fundraising	0.00
Postage	0.00
Bank Fees	0.00
Grants	2,500.00
Welcome BBQ	286.50
Sundry Expenses	637.00
Dinner Dance	40.00
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Total Expenses	\$3,463.50

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Profit / Loss for 2017      -\$2,773.99

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Balance at      30/06/2017      12,355.08