

# MINUTES

## James Sheahan Catholic High School P & C Meeting No. 4

**Date:** 7 June 2017  
**Meeting commenced:** 6.10 pm  
**Minutes by:** Mary Taylor  
**Chaired by:** Tom Capell

	<p><b>Present/Apologies</b>  <b>Present:</b> Sandi McAtamney, Angela Thornhill, Kelly Porter, Cathy Mileto, Peter Meers, Tom Capell, Kerry Ford, Neal Livermore, Kelly Carberry, Lisa Harris, Elizabeth McRae, Shawn Dwyer, Mary Taylor  <b>Apologies:</b> Stew Vidler, Meagan Johnsen, Sarah Maloney, Mark Pauschmann</p>
4.1	<p><b>Acceptance of previous minutes</b>  Moved – Tom Capell  Seconded – Sandi McTamane</p>
4.2	<p><b>Incoming/outgoing correspondence</b></p> <ul style="list-style-type: none"> <li>• Letter from Simon Birmingham, Minister for Education &amp; Training re increase in funding for James Sheahan under Gongski 2 from 2017 to 2027</li> <li>• Letter from Fencing1 in Molong re potential fund raiser</li> <li>• Email from Lisa Tracey resigning as Secretary</li> <li>• Email from Mary Taylor resigning as Treasurer and nominating as Secretary</li> <li>• Email from Neal Livermore nominating as Treasurer</li> <li>• Email from Meagan Johnsen nominating as Treasurer</li> </ul>
4.3	<p><b>Election of Secretary &amp; Treasurer</b></p> <ul style="list-style-type: none"> <li>• Mary Taylor elected as Secretary</li> <li>• Neal Livermore elected as Treasurer</li> </ul>
4.4	<p><b>President's Report</b></p> <ul style="list-style-type: none"> <li>• Very happy with how Dr Coulson's talk went on 16 May. An excellent start to the P&amp;C philosophy of supporting the wellbeing of parents and students. Almost 90 attendees, wine &amp; cheese provided by the P&amp;C. A successful evening.</li> <li>• Canvassed the idea of further talks regarding drugs and alcohol, bullying, relationships/friendships, mental health &amp; wellbeing, consequences (sexting, poor choices)</li> <li>• Secretary to send a letter thanking the CEDB (Jenny Allen CEO) for funding the Dr Coulson talk, mentioning how well received it was, and asking about the possibility of future such events.</li> </ul>
4.5	<p><b>Principal's Report (Mr Meers)</b></p> <ul style="list-style-type: none"> <li>• Mr Patey, a father of two boys at James Sheahan, tragically passed away after a car accident on Sunday evening. The children from both years attended the chapel for a prayer for the family.</li> <li>• Wild dog attack at the school, some sheep were mauled, discovered on Friday last week. Important that people keep their dogs in a secure yard at night particularly.</li> <li>• New Performing Arts Centre (PAC) was opened on 17 May, wonderful day. Students from various years are able to go to the building for year meetings and some subjects.</li> <li>• CYMS putting in a new cricket pitch between the two playing fields on Norton Oval. CYMS also want to put up new nets, this is being vetted by the Trustees.</li> <li>• Music Manifesto will be held on 23 and 24 June in Kenna Hall.</li> <li>• Dr Justin Coulson – great evening. Theme of 'Love, Limits, Laughter'. Spending time as a family, eating meals together, Very positive night, good feel, great audience.</li> <li>• Homework Centre – Tuesdays to Thursdays after school, run by Mr Phil Kirkwood and Ellie Scott 3.05 to 4pm.</li> <li>• Mercy Mass tomorrow – Mercy Sisters</li> </ul>

4.5	<p><b>Principal's Report (Mr Meers) - Continued</b></p> <ul style="list-style-type: none"> <li>• Catholic Youth Program – CSYMA, half of year 10 are doing the program, more active, less traditional program.</li> <li>• Cold weather, school is conscious, making the Hall open to the juniors.</li> <li>• Sexting a major issue, Police Liaison coming next week to speak to year 7 and 8s. Teaching awareness in PDHPE.</li> <li>• Fundraising movie nights proposed to be held in the PAC for the Sri Lanka Mission Team and by the Year 12 Leadership Team.</li> <li>• CEDB have provided numerous copies of a book 'Walking the Way', by the Bishop of Broken Bay, about the importance of relationships with our children; many copies have been passed to Amber Calleja to use in class.</li> </ul>
4.6	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>• Treasurer's report appended to these minutes</li> <li>• Cost of wine &amp; cheese for Dr Coulson night was \$237 – to be reimbursed to Mary Taylor by cash cheque</li> </ul>
4.7	<p><b>Major Fundraiser / social event update</b></p> <ul style="list-style-type: none"> <li>• Cathy, Tom, Libby and Mary handed out flyers for the dinner dance to be held on 26 August to parents at the parent teacher interview nights on 15 and 17 May.</li> <li>• Cathy needs a cash cheque for \$40 to pay for cake tins to bake the cakes for desserts for the dinner dance.</li> <li>• Tuesday 20 June Cathy will be finalizing food with the Caterers (Groundstone)</li> <li>• Lucy Shirma is organising some of the hospitality Year 11 students to help out on the night – this will be incorporated into the hours they have to do as year 11 students.</li> <li>• Groundstone has very generously offered that if we do a night such as this again, the Hospitality students could work with the Groundstone chefs in the lead up to the event and cooking for the event, which is a very generous offer, and would give lots of amazing experience to the students.</li> <li>• Saturday 19 August – cake making day at James Sheahan. Mary to send a reminder email.</li> </ul>
4.8	<p><b>Teacher Grants</b></p> <ul style="list-style-type: none"> <li>• All at the meeting were part of the review committee.</li> <li>• Decision made to award grants of \$500 to each of the five applicants.</li> <li>• Applications were: <ul style="list-style-type: none"> <li>• Café Furniture for the paved area near the Hospitality Rooms – Jane Edwards</li> <li>• Equipment for proposed VET Fitness Course – Jo Kingham</li> <li>• 10 programmable Edison Robots for Learning – Kilty Mason</li> <li>• Display Boards to exhibit student art works – Elizabeth Sarkis</li> <li>• Resources for new Prelim &amp; HSC History courses – Ben Shore</li> </ul> </li> <li>• Applicants to be notified by email by 15 June.</li> <li>• Draw cheque for \$2,500 and present to Andrew Kent to be distributed to the five Grant recipients.</li> </ul>
4.9	<p><b>Student Wellbeing</b></p> <ul style="list-style-type: none"> <li>• Discussed progress of mental health and wellbeing initiatives at James Sheahan, also Mind Matters, a tool to assess the current wellbeing and mental health situation at James Sheahan. Mr Meers is to ask Mrs Whiteley and/or Mrs Bongini (the school counsellor) and/or Ms Burgheim (the school psychologist) to attend our next meeting to explain and answer questions about mental health and wellbeing.</li> </ul>
4.10	<p><b>Voluntary Contribution</b></p> <ul style="list-style-type: none"> <li>• Draft letter approved by all present at the meeting.</li> <li>• To be sent to Andrew Kent so he can forward to parents with the third term fees.</li> </ul>

4.11	<p><b>Traffic Concerns</b></p> <ul style="list-style-type: none"> <li>• The P&amp;C sent a letter to Mr Donato MP on 19 May 2017, then held a meeting with him on Anson Street on</li> <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>• Mr Donato has been in contact with the RMS, and they are looking into the matter again.</li> <li>• The RMS looked into the matter last year, at the request of the P&amp;C, and declined to authorize a crossing on Anson Street.</li> <li>• The P&amp;C decided to notify Mr Donato to let the RMS know we would like a solution to the matter within two weeks (ie: by Friday 23 June 2017), otherwise the P&amp;C will take the matter direct to Melinda Pavey MP, Minister for Roads, Maritime &amp; Freight.</li> <li>• The P&amp;C will investigate whether parents could also be asked to send form letters to the Minister requesting a crossing on Anson Street.</li> <li>• The P&amp;C will be taking photos of students crossing the road on Anson Street to use as evidence to support our case that it is too dangerous for students to be crossing Anson Street without some sort of traffic light system, especially in light of the fact that Peisley Street is due to be closed to through traffic for many months while the railway bridge bend is straightened.</li> </ul>
4.12	<p><b>Any other business</b></p> <ul style="list-style-type: none"> <li>• Small tree for triangle in car park – ongoing</li> </ul>
	<p><b>Date &amp; time for next meeting</b>  6pm Wednesday 26 July 2017 upstairs at Kellys Hotel  Meeting closed 8 pm</p>

**ACTION PLAN**  
**James Sheahan Catholic High School P & C**  
**7 June 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
June	4.2	Letter from Fencing 1 – reply no to fundraising offer	Mary	Complete
June	4.3	Notify school office of new office bearers for P&C	Mary	Complete
June	4.4	Letter to be sent to CEDB re success of Dr Coulson talk and request for further such evenings	Mary	ASAP
June	4.6	Major Event for 2017: Dinner Dance 26 August 2017 Ongoing work – organise food, etc Ask for volunteers for cake making day 19 August	Cathy M Mary	Ongoing 10 August
June	4.8	Notify teachers of successful grant applications Notify Andrew Kent of same Cheque for \$2,500	Mary Neal	Complete Complete
June	4.9	Email Mr Meers asking him to talk to Michelle Whiteley, and/or Mrs Bongini (the school counsellor) and/or Ms Burgheim (the school psychologist) to attend our next meeting to explain and answer questions about mental health and wellbeing.	Mary	20 June
June	4.10	Voluntary Contribution – letter to parents – send final version to Andrew Kent	Mary	Complete
June	4.11	Traffic concerns: email Mr Donato to let the RMS know we would like a solution to the matter within two weeks (ie: by Friday 23 June 2017)	Mary	Complete
April / May	4.12	Consideration of purchase of a plant for small triangle area in carpark and also seating for the school oval	Libby Andrew	Next meeting

**James Sheahan P&C    Treasurer's Report    2 June 2017**

*James Sheahan P&C Income and Expenditure  
1 January to 2 June 2017*

<b>2017</b>	Balance
Balance Brought Forward December 2016	15,129.07
<u>Income</u>	
Sponsorship	0.00
Movie Tickets	600.00
Dragon Boat Event	0.00
Trivia Night	0.00
Markets	0.00
Bank Interest	12.25
Sundry Income	0.00
Add Total Income	612.25
<u>Expenses</u>	
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	0.00
Welcome BBQ	286.50
Sundry Expenses	400.00
Less Total Expenses	686.50
Profit in 2017	-\$301.77
Balance as at 2 June 2017	\$15,054.82

**Income opportunities for 2017:**

- Voluntary Contribution: **\$50 per family** – added to school fees in 2017 as an 'opt out' amount
- One major fund raising activity (with a social aspect): Dinner Dance – Saturday 26 August 2017
- Movie tickets - ongoing

**Mary Taylor**  
Treasurer