

Bob Hawke College Parents & Citizens Association Inc.



200804 - BHC P&C - General Meeting

2020 - Term 3 - Week 3

Meet in the Library for in-person meeting. Or via Zoom:

<https://us02web.zoom.us/j/84627745355?pwd=RHN5SndhMzFhRDh2eGdoM2FFV21lQT09>

Meeting ID: 846 2774 5355

Password: 443983

When 04 Aug 2020 at 2:15 AM

Location: Bob Hawke College, Roberts Rd, Subiaco WA 6008, Australia

Chairperson Wayne Dropulich

Minute
taker Ann Conlon

Present Alison Amos , Kylie Ashenbrenner , Solmaz Beit , John Burke , Kristie Castagna , Ann Conlon (Executive Committee, Vice President), Nicole Cooper , Irene Davidson , Tahnee Davies , Louise Driscoll , Wayne Dropulich , Nicholas Dufty , Nads Fernandes , Malcolm Harrison , Amanda Jones , Marni Klein , Gemma Knight , Emperatriz Lopez , Catia Malaquias , Anindya Mukherji , Annette Nisbet , Dipali Patel , Caz Shurmer , Yolanda Sun , Meena Thiru , Claire Turpin , Melissa Twiss

Minutes

1. Social Chat and General Q&A

2. Introductory Remarks

WD declared that there are sufficient financial members present to constitute a quorum for a General Meeting.

WD declared the General Meeting opened at 6:30pm.

Welcome to the BHC students from the student Board who are attending this meeting and who welcomed meeting attendees at the school entrance.

Welcome to all joining on line.

Thanks to all to all volunteers who helped out during parent day interviews and information sessions.

Thanks also to those who did the P&C online survey - lots to work on from the information presented.

There is a sign in sheet for the upcoming sundowner on front desk, everyone welcome to take a look at it.

We plan to finish this meeting within 60mins!

If anyone has any questions/issues not covered this meeting, they are welcome to stay afterwards to chat with appropriate person.

3. Acceptance of Previous Minutes

WD proposed a motion.

That the minutes of the previous General Meeting on 16 June 2020 be accepted as true and correct.

Moved by Amanda

Seconded by Lyssa

Motion Passed - yes

4. Correspondence - In and Out

Crosswalk - Type A approved at Railway Pde.

Letter received. John will discuss during his report.

[2020_CCRSC_Meeting_Outcome_-_07.07.2020_W....pdf](#)

[BHCPC_Crosswalk_20200626.pdf](#)

5. Principals Report

Items

1. Reporting to Parents:

Parent Student Teacher Conferences. 244 interviews completed

BHC took a different approach as conscious of limited time available with teachers in the regular parent-teacher meetings.

2. Uniform:

Alternative Uniform provision ready at Uniform Concepts

3. Student Board:

- Wear it Purple Day 28 August
- RUOK Day 10 September
- House Athletics Carnival 11 September

4. Business Planning Process: Session 4 Tuesday 11 August Open Day discussion

5. Railway Parade Crossing:

- Approved by Commission - great news for all, especially Adrian who has been wearing the HiVis vest every morning to assist with students coming to school via this route!

Road crossing commission was shut down during Covid, but is up and running again.

6. Building Update: As per presentation (attached)

Builders looking at pre-tender documents. \$56m worth of build! BHC on 1.7hectares, built up not lateral!

Development WA owns this site. There are elements of this college different to other High schools, e.g., the glass facade on Roberts road is a requirement of DWA! In stage 2, students will have access to a roof top garden. Will get 6 courts added to the north of the school in next build, although changes to plans do happen regularly! Expect courts for term 2 next year (2021).

Only a few builders can do this build as it is over \$50m. The builder needs to be able to respond to risks.

April '21-Nov '22 window of build.

310 new students expected next year.

8. Parent Information Sessions:

Triple P Parenting - Wednesday September 9, from 5:00pm – 6:00pm and 6:30pm – 7:30pm

A good assist for parents entering the world of adolescence.

Study Hacks: Helping Your Child Study Smarter (Not Harder) - Thursday 6 August, 5:00pm – 6:00pm and 6:30pm – 7:30pm

YSafety Parent Sessions: Endorsed by the e Safety Commissioner - Thursday 27 August 5:00pm – 6:00pm and 6:30pm – 7:30pm

Additional CREW days planned for this term. Instead of camp, but the school is still committed to looking into options for camp. No promises!

6. School Board Report

- The Board is currently working with P&C exec, College admin and staff to help identify key components of the BHC Business Plan, including discussion around College Values, strategic priorities and measurement of outcomes.
- Sub-Committees in Governance, Risk, Building & Amenities and Student Wellness have met several times this year. At the next Board meeting (tomorrow), the following items will be presented for approval:
 - o Board Code of Conduct
 - o Student Wellness Working Group Terms of Reference
- The Board is updating the BHC Dress Code to clearly identify the current BHC uniform, highlight the reasons for maintaining the dress code and clarify consequences of non-conformance.
- The College welcomes student and parent feedback and the Board will be working with the College, where appropriate, to address that feedback. Further feedback will be sought via a Parent Survey that the College will circulate later this term. Questions raised at recent briefing sessions will also inform any recommendations or outcomes. The Board can be contacted via email at bobhawkecollegeboard@gmail.com.
- The Board recently attended an update and discussion on Phase 2 of the BHC Building Project (Phase 2 Project) with the Project architects. Tenders are currently being sought from building companies. Building is scheduled to commence in April 2021 and finish in December 2022. Further Information on the Phase 2 Project will be circulated to all parents in due course.

Tahnee acknowledged native owners of land. Also welcomed the BHC students attending.

Also pointed out that if people have any questions about the College, then the College is the first point of contact and the Board is there to assist.

Amanda asked whether Board posting minutes on the school website. Yes, it is the Board's intention, this is a work in progress.

7. P&C Presidents Report

Welcome to all new and returning members both in person and on Zoom. Thanks for taking the time to join us. Thanks to everyone who volunteered at Parent Day, and to everyone for your feedback on the P&C survey. With 118 responses, we have a solid foundation to build on.

We are looking forward to our first P&C event, the Sundowner on August 21st from 4-7pm and hope everyone can join us. Sign up sheets for duties are at the check-in desk.

Our goal for the meetings going forward is to finish up in under an hour. We will endeavor to keep discussions short and on point, please don't take it personally if we wrap up discussions quickly or suggest we continue discussions after the meeting.

8. Treasurers Report

Net cash: \$1310.83

Membership: 70 members (added 9 new members since last meeting)on

Propose a motion to go contactless in future. Need an ABN, no charge. Registered as a charity organisation.

Moved by Amanda

Seconded by Lyssa.

[200804_Term3A_Treasure's_Report.pdf](#)

8.1. ABN for P&C

Square/Stripe etc require an ABN to allow cashless payments at events.

There is no cost for an ABN and it is a simple procedure to obtain one online.

Motion to approve obtaining an ABN for the P&C.

Moved by Meena

Seconded by Amanda

Decision

Motion _____to obtain ABN for P&C.

9. Sub-Committee Reports

9.1. Events

Sub-Committee: Events

Date: August 4, 2020

Prepared by: Lyssa Twiss

• Parents' Day:

- o Thank you to all volunteers for a successful day.
- o 9 new members signed up. Total P&C membership is now 70
- o Over 100 flyers distributed for Sundowner

Thanks to John for inclusion in presentations during the day

• Sundowner:

- o Friday 21st August, 4-7pm. Need parents to help out
- Will be cash only event.
- o Parents vs kids – chess, table-tennis, basketball
- o Food – confirming hot food and hot drinks with Angelo
- o Food – popcorn and fairyfloss. Fairyfloss is ½ teaspoon of sugar per stick.

• Excellence Together video event:

o Cancelled due to recent news about TikTok platform and also lifting of COVID restrictions.

- **Financial Item:** Approve advance funds of \$450 to fund event. Includes popcorn and fairyfloss machines, printing signage, tea, coffee, milo, milk, cups, if needed. All efforts will be made to minimize costs. Goal is for event to break-even with gold coin donations for entry and popcorn/fairyfloss.

\$300 for FF machine. Can be paid on the night.

Tea & coffee - \$2

Popcorn/f'floss \$3

Goal to break even, not fund raise

Meena requested if anyone has experience in grant application would love to hear from you.

Wayne suggested members of parliament for more readily available funds

Brought up the possibility of a sound system to provide background music on the evening. John said that the school will look into that as there is a PA system for throughout the school, but has not been checked for such an event. Will check to see if it can be adapted to play 'background' music!

- **Agenda item:** Seeking one or two more members to join the Events Committee.

- **Agenda item:** Additional volunteers can sign up to help at the Sundowner at the check-in table.

Decision

Motion for \$450 in funds to be provided by P&C

Propose Meena

Second Amanda

9.2. Music Parents

Sub-Committee: Music

Date: August 4, 2020

Prepared by: Caz Shurmer

General Update

- Unable to hold a meeting prior to 4th Aug.
- Networked to find more members, now we have 7.
- Communication with Liz Hammer, (head music teacher) who is most supportive of the committee.
- Currently planning future meeting times.

- **Terms of Reference – priority** - One member of the committee has experience with setting up a 'terms of reference' and we hope to have this finalised by the next P&C meeting by week 8.

- **Music Projects –**

- o **Sundowner** - the P&C have approached Liz Hammer regarding the music students

performing at the upcoming P&C Sundowner. Alternatively, perhaps individual students or groups could play or sing in 15min slots.

Suggest a busking station. Will chat to Liz and check out the sound system.

Currently there are 48 students in music programme.

Also a choir that could be tapped into.

Solmaz mentioned that the students might be embarrassed to perform in front of school friends

John asked one of the attending students, for her opinion. She was quite positive and will ask her friends for their thoughts and if they are interested.

If busking go ahead, PA system is needed. BHC happy to sort that out.

Maybe good to check with parents in community to see if they would like to participate in playing/singing at event

o **Formal Concert** - Liz is planning a formal concert this semester. Closer to the time, we will need parent volunteers for stage management, ushering, fundraising, parent help etc.

• **Agenda item:** Motion to approve the following new members to the Friends of Music Committee:

Tina Watkins

Rhona Smith

Connie Low

Decision

Motion - Caz proposed to add new members to Friends of Music Committee

Seconded - Amanda

Tasks

- ✓ Terms of Reference for Music Sub-Committee
Assignee: Caz Shurmer
Due date: 04 Sep 2020
- ✓ Confirm Music Students to perform at Sundowner
Assignee: Caz Shurmer
Due date: 08 Aug 2020
- ✓ Hold first meeting for Music Sub-Committee
Assignee: Caz Shurmer
Due date: 17 Aug 2020

9.3. Fathering Project

Do we want to subscribe for the rest of this year or wait until Q1 21?

Winding back due to Covid.

Lyssa would love to see camp out happen.

Mal thinking more along the lines of day trips, hiking etc

Suggested to start with a presentation in the auditorium towards the end of this term.

Mal wants to know if now the right time or leave until next year.

Wayne thinks best to hold event this term.

Suggested to hold presentation this term.

There will be a cost, but not upfront. Once all established then costs will come.

JB will put note out through the school to see if Dads interested for this term.

Put info together and market as an EOI.

Also put on FB, flyers: Are you able to attend on a particular night, etc

Less emphasis on campout than on spending time with children.

9.4. Social Media

Sub-Committee: Social Media

Date: August 4, 2020

Prepared by: Amanda Jones

General Update

- Logos - available to vote on at check-in desk

- **Agenda item:** Motion to accept new logo

The Logos are on a table for people to check out and tick their favourite. Exec will collate results and present at next meeting.

Decision

New logo for P&C is _____.

Will be presented at the next P&C meeting.

10. Business Arising and General Business

P&C meeting days - request has been made to change day of P&C meetings. It will be discussed at next Executive Committee and if approved will be voted on at next P&C meeting.

Survey Monkey responses:

118 people responded.

70% of them have never been members of a P&C before.

67% said the highest priority for the P&C is to connect parents to the school.

Wayne commented that events should be connection-oriented not fundraising.

Volunteering at events was surprisingly popular with 65 of 118 responses saying they would volunteer at a fete, and 61 of 118 saying they would volunteer at a Movie Night. People could select more than one thing to volunteer at. Only 16 said they were not able to volunteer or preferred not to have events.

Where to spend funds? Responses were pretty evenly spread across most categories. 56% voted for procurement of specialist equipment (music, sports, etc) as their highest priority. School bus and Equipment for Community Events were lowest.

Voluntary contribution Amount? 61% said it should be either \$70 or \$90. (needs to be approved in Term 4)

\$70 – 31%

\$90 – 30%

\$120 – 23%

\$150 – 15%

Additional comments in open text box - 47 additional comments were made, highlights below.

- Storage solution/Lockers/Weight of school bags – 14 comments
- Giving back –
 - o Charitable giving programs. (P&C mandates fundraising is for own school)
 - o Sustainability – 2nd hand uniforms, reducing waste in school, recycling.
- Fun afterschool and outdoor activities to build student relationships and engagement with school.
- Change over time – the P&C should be flexible around the contribution amounts and allocations as the school develops over time.
- Other sources of funds – confirm what the Education Department is already covering before committing to allocation of funds.
- Resources for underachieving students.
- Pastoral care should have no religious affiliations.

JB reported that there is a Chaplain in 70% public schools.

Get funded .5 of a day depending on how many students.

Provide clinical support for children.

Chaplain trained to provide support for young people to help develop social skills in schools. Not provide religious support for children unless they ask for it.

Might run mindfulness, breakfast clubs. Important in providing support when someone experiences a loss.

A belief in the community that religion and education separate.

- Zoom option for meetings is helpful.
- And finally..."We think you all do an amazing job already. Thank you"

Volleyball starting tomorrow. ? sports interschool uniforms/shirts

JB - supplier in talks re interschool kit for future. Won't happen this season but is on the

cards.

Netball team called Hawks, has a great uniform

Query as to whether P&C purchase interschool uniforms. John said probably school would provide

Extra uniforms are available in the Nell Gray store.

Meena - asked about schoolbag contents to help reduce load.

JB - Totebag/phys ed only on days they are needed.

HASS books stay at school

Italian goes home and brought in on days needed.

Pencil case and lunch

Take out what is needed and put in behind the admin desk

There will be lockers at BHC but not 2000 (as would be required to facilitate the school population!!)

Talking to other schools as to their locker solutions.

Do we have a timeline for contactless payment at canteen.

Nicole - plans are for Term 4. Angelo working on menu in canteen to allow online ordering

10.1. Parent Engagements

WD - How to continue parent involvement on from PS

Parent suggestion to reach to local PSs to connect with the various P&Cs.

Suggestion to presell tickets for Sundowner.

10.2. Financial Direction

11. Review of Current Meeting Tasks

Meeting closed - 7:46pm

12. Next Meeting

Week 3, Term 8 - September 8, 2020

13. Executive Committee

Change to meeting times/days for next term

Communication and Responsiveness

End of minutes.
Summary of matters arising are tabled on the following page.

Minutes of 200804 - BHC P&C - General Meeting on 04 Aug 2020

Summary of Matters Arising

Decisions

Item Decision

8.1 Motion _____ to obtain ABN for P&C.

9.1 Motion for \$450 in funds to be provided by P&C
Propose Meena
Second Amanda

9.2 Motion - Caz proposed to add new members to Friends of Music Committee
Seconded - Amanda

9.4 New logo for P&C is _____.
Will be presented at the next P&C meeting.

Tasks

Item	Task	Assigned to	Due date
9.2	Terms of Reference for Music Sub-Committee	Caz Shurmer	04 Sep 2020
9.2	Confirm Music Students to perform at Sundowner	Caz Shurmer	08 Aug 2020
9.2	Hold first meeting for Music Sub-Committee	Caz Shurmer	17 Aug 2020

Summary of Attachments

Attachments

Item File Name

4. [2020_CCRSC_Meeting_Outcome_-_07.07.2020_W....pdf](#)
[BHCPC_Crosswalk_20200626.pdf](#)
5. [Principal_P_C_Update_August_4_2020.pdf](#)
8. [200804_Term3A_Treasure's_Report.pdf](#)

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [200804 - BHC P&C - General Meeting](#)