

Bob Hawke College Parents & Citizens Association Inc.



Term 1 P&C Meeting 12th Feb 2025

6:15 for a 6:30 start

When 12 Feb 2025 at 6:30 PM

Location: BHC Staff Room, BHC Staff Room

Chairperson Anthony Raykos

Minute taker Ann Conlon

Present Sarah Brown (Executive Committee, Music Parents Collective Sub Committee) , Ann Conlon (Executive Committee, Vice President), Claire Stevens

Apologies Jo Walker

Unconfirmed Ceridwen Clocherty , Sharon Kiely , Pat Mamuad

Minutes

1. Introduction

Before we begin, we would like to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk people. We acknowledge and respect their continuing culture and the contribution they make to the life of this city and this region.

Welcome to parents, carers and any new members.

Meeting opened 6:37

Brief introduction of everyone who attended the meeting - name and child at school.

We apologise that we neglected to ask those online to do that same.

A fantastic turn out

Attendees:

Anthony Raykos, Ann Conlon, Nadine Krejci, Tracy Bolton, Kirstin McGregor, Yasmin Majidi, Catia Malaquias, Swapuil Jagatap, Tshering Dema, Hanshada Aganwal, Christie Otto, Elizabeth Steck, Aimee Gaffney, Rizwan Check, Tonya Lemon, Ceridwen Clocherty, Evita Soldo, Yolanda Sun, Sharon Kiely, Rodrigo Pinheiro, Marcella Noggins, Nicola Waters, Jonathan Waters, Claire Stevens, Avinash Parida, Antonio Yu, Homadokht Ayoubi, Sanjay Dorji, Michael Kakulas

On Line: Peter Hou, Louis Chong, Elizabeth Nguru, Chandra Athota, Lee Edwin, Shweta, Olga, Soumil Jagatap, Jackie Lin, John Moroianu, Yesugen Father

(Apologies for not any misspelling of names and also for not having proper names for everyone who joined us on-line.

Please feel free to contact us for corrections : hello@bhccpc.tidymail.co)

2. Acceptance of previous minutes

Minutes of last meeting presented

Anthony - motion to accept

Seconded

Passed

3. Apologies

Leonie Allison, Eli Todd, Amanda Jones, Sarah Brown

4. Correspondance

Nothing of note

5. Status of Outstanding tasks from previous minutes

5.1. Update on Outdoor Ed Camping

BHC P&C Outdoor Education Establishment Funding Request Attention:

BHC P&C

Anthony Raykos, Ann Conlon & P&C

The purpose of this request is to secure \$7,000 in funding from the Bob Hawke College (BHC) Parents & Citizens (P&C) Association for the establishment of equipment required to extend Outdoor Recreation course activities.

An initial option for including a camp into the course would be a trip to Dwellingup to include mountain biking trails at Turner Hill, hiking from town to Charlie's Flat campsite, an overnight camp, followed by a Nanga Mill high ropes the following day.

In scope

The funding will be used to purchase the following items that will cater for students who have selected the Year 10 Outdoor Recreation course:

- Camping tents x 20; and
- Tooling and camp facilities items: icebox, gazebos, camp stove, mallets, an offroad first aid kit, mountain bike maintenance tools (pumps, tyre puncture repair, tubes).

Teacher training for the additional activities will be arranged via the school to meet requirements for the in-scope activities. Parent involvement in the camp, if required, will be confirmed in Q2 2025.

Out of scope

Operational costs arising from the camp itself is out of scope for this request and will form part of the course fees for attending students. These would include camping fees, high ropes entry, trailer hire, fuel and bus hire.

Next steps

If this request can be tabled at the 12 February P&C meeting for review and endorsement, the school will be able to confirm the change and start preparations for extending the course in 2025.

Once the initial scope is funded and demonstrated to be successful, a review to further extending activities will be considered in 2026.

Regards,

Eli Todd

From:

BHC Board

Krystina Myhre

Eli Todd

BHC Staff

Kelsie McRae

Request:

P&C Meeting held

12 Feb 2025

\$7,000

Questions as to how long course will go for.

This is to supplement the Yr 10 Outdoor Ed Course and enable it to grow

If not supplemented, would make the most of whatever is available and, more than likely, camp in the school gym for the overnight bit.

Query re storage of equipment.

John - storage is a challenge. Potentially have to have conversation with other users of the storage space to find alternative arrangement.

Can't vote on it tonight due to late submission of request but Ann to send out details of request to members, invite feedback and Exec will have a meeting in next two weeks to consider all input and vote.

Action - Ann to forward Eli & Phy Ed request to the P&C members for consideration

 [P_C_Feb_12_Mtg_Outdoor_Ed_Fund_Request.docx](#)

5.2. Update re school wish list

Action - Ann to forward school Wishlist to P&C members, executive team to vote on after P&C consideration

6. BHC Board Report

The Board hasn't actually met yet this year, next meeting is next week, 19 February

Public board meeting at end of the year

Our staff rep member on secondment - election for new member

John Burke - standing member

Appointing new parent rep - currently going through the process, announcement forthcoming

Waiting to find 2 student reps

Catia gave a quick synopsis of the Board, members & role

7. Principal's Report

92% classes full at any given time

Principal Report

P&C Meeting

12 February 2025

1. Return to the College 2025

The 2025 College year marks an important milestone in the history of the College. After five years of steadily growing, we have welcomed the addition of year 12 students for the first time. Our staff headcount is 180, consisting of approximately 65% teaching staff and 35% essential services staff.

2025 Enrolment Numbers (as of 7/02/24)

Year	2023.	2024	2025
7	327	306	353
8.	326.	332.	338
9.	328.	329.	346
10.	288.	326.	330
11.	NA.	295	324
12.	NA.	NA.	281
Tot.	1269.	1588.	1972

2. Public School Review.

As part of an anticipated three-year cycle, we will be having our Public School Review this term (PSR).

The PSR process is designed to help schools reflect on and improve their performance. Developed by the Department in 2020, it provides a framework for schools to evaluate themselves. This framework, known as the "Standard," covers six key areas of school performance, and offers guidance on the evidence that can support a school's self-assessment. Each school participates in the PSR process on a three-year cycle. During this cycle, schools assess how well they meet the expectations in the six areas outlined in the Standard and gather evidence to back up their self-evaluation.

Once the self-assessment is complete, it is reviewed by a team that includes a PSR director (a department employee) and a peer principal from a similar school. This team checks the school's self-assessment and supporting evidence before visiting the school for a full-day review. During the visit, the team meets with the school principal and other staff members to gather more information.

Based on this review, the PSR team determines whether the school has met the expectations in each of the six areas. If the school hasn't met the requirements in one or more areas, it will be reassessed in one year. If the school meets all the expectations, it will undergo the next full review in three to five years.

After the review, a PSR report is created. This report includes:

- Commendations for areas where the school is performing well.
- Recommendations for areas where the school can improve.
- A timeline for the next review if needed.

The report is shared with the school's leadership team and the Department's senior management. It is also

published on the school's website, allowing the school community to stay informed about the school's progress

and areas for growth.

The PSR process is an important way for schools to reflect on their practices, celebrate successes, and work

toward continuous improvement.

Source: OAG based on Department information May 25, 2023

3. The WA Department of Education Whole-School Wellbeing Project – 2025

Facilitated by Dr Helen Street, Positive Schools

BHC has been invited to engage in the Whole- School Wellbeing Project. Findings from the project will be used to develop and implement a comprehensive wellbeing framework tailored

specifically to support wellbeing growth within the school. The framework will offer recommendations to enhance student wellbeing and learning engagement through meaningful

systemic growth within your unique school context.

Dr Helen Street will facilitate the project using an appreciative process. An appreciative process

is a solution focused process that aims to broaden and build on all that works well within our school community, as well as addressing challenges and concerns.

Helen will then work to discover current experiences of school life and understanding about wellbeing and pastoral care through in-depth focus group discussions with students, staff and

parents over the course of two to three days. These focus group discussions will lead to the development of recommendations for incorporation into a tailored, unique wellbeing framework for our school.

Helen will supply your school leadership with a comprehensive report of the focus group findings, along with detailed recommendations for developing the school context, and overall school wellbeing.

Following dissemination of the wellbeing report and recommendations, Helen will talk to leadership about the report and next steps for systemic development. Helen will also provide an

opportunity to discuss meaningful evaluation of the progress and impact of adopted recommendations at a later date.

This work commences on 11 February and should be concluded in late March.

4. Community Connection Day

We aim to use part of the student-free day on 28 Feb to invite parents to the College.

11:00pm – 2:30pm College closed (student free). Staff will participate in professional

2:30pm – 5:00pm 5:00pm – 6:00pm learning

Parents are invited to tour the College, meet staff and attend information sessions

P&C event- Sundowner

5. Upcoming Events

19 February Board Meeting
26/27 February Year 7 Adventure Days
27 February College Photos Day 1
28 February Student Free Day/Community Connection Day
3 March Labour day Public Holiday
6 March Swimming Carnival
7 March College Photos Day 2
7 March Year 12 Ball
19 March P&C AGM
12-24 March NAPLAN
26 March Board Meeting
10 April PSR Validation Visit
11 April Last day of Term

Additional note from John Burke re the building proposed close to the school:

A lot of work done with school bodies & Dev WA and DoE re the BUILD.

Board and PC want to get a statement from Dev WA saying that we can have some involvement where appropriate going forward.

Want a voice in finalising building use to ensure this inevitable build will have limited impact on students, as much as possible in high density buildings

Anna Browne (DoE) approved our requests.

Request statement to say we could publish this to school community but **still waiting...**

Query from P&C member re BHC capacity and growing population

Gov in caretaker mode - there is an expectation of news for proposal of new school(s) to be built but waiting for announcement

Pointed out to John that the P&C weren't aware of the Community Connection Day so may not be in a position to provide anything for the event (such as a sausage sizzle or table with our successes to date. Communication is an area to be worked on with the BHC but the P&C understands that the school has much going on with its full complement of students and the first graduating year group of the school)

 [Principal_Update_10_02_25.pdf](#)

8. Treasurer's Report

Bob Hawke College P&C

Treasurer's Report

Prepared: 6th February 2025

Treasurer: Nadine Krejci

1. Reporting:

Bank balance (as at 3rd Feb): **\$ 41,366.53**

Represented by:

Music Parents Collective \$ 6,074.91

Voluntary P&C Contributions: \$ 14,864.00

General P&C \$ 20,427.62

2. Music Parents Collective:

Balance as at 19 Nov 2024 \$ 24,436.09

Term 4 Concert funds raised: \$ 5,980.72

(Income:

Ticket sales \$ 4,935.00

Donations \$ 235.00

Product sales \$ 1,107.16

\$ 6,277.16

Expenditure:

TryBooking fees \$ 164.50

Supplies \$ 131.00

\$ 296.44)

Funds distributed to BHC \$ 24,342.00

Balance as at 3rd Feb 2025 \$ 6,074.91

3. Events:

3.1 Year 11 Dance:

Invoice paid (\$1.263/94) so NIL cost event.

3.2 Rooftop / Retro Grooves:

Funds raised: \$ 972.67

(Income:

Bar sales \$ 2,138.00

Ticket sales \$ 4,950.00

\$ 7,088.53

Expenses:

TryBooking fees \$ 123.75

Alcohol licence \$ 58.50

Alcohol supplies \$ 872.83

Music \$ 875.00

Equipment hire \$ 425.00
Decorations \$ 356.24
Catering \$ 3,064.54
Staff \$ 240.00
Ticket (x 2) refund \$ 100.00
\$ 6,115.86)
3.3 Celebration of Learning:
Event cost: \$ 244.75
(Income:
Product sales \$ 293.70
\$ 293.70
Expenses:
Supplies \$ 228.45
Games hire \$ 310.00
\$ 538.45)

4. Sustainable School Shop Annual Subscription

\$450 payment (overdue as lost in email system issue) approved at Executive Meeting
02/12/2024

5. Review of BHC P&C Accounts for 2024 Financial Year

Motion: Appoint AC Accountants to conduct review of BHC P&C Accounts for 2024 Financial Year.

[!\[\]\(e10773081adcaeab632f9dd4c8931cd5_img.jpg\) Treasurer_Report_6th_Feb_2025.docx](#)

Decision

Motion seconded

PASSED

9. Sub Committee Reports

9.1. Inclusion Subcommittee

Looking for a secretary

Inclusion Subcommittee – Bob Hawke College P&C

Report to the P&C, 10th February, 2025

Introduction

This document provides a brief overview of the activities of the P&C Inclusion Subcommittee at Bob

Hawke College.

Governance

Since the last report to the P&C, the InclusionThe Inclusion Subcommittee (IS) worked together through

email and other communications.

Priscilla Maffullo has resigned from the IS following a change of schools. Priscilla was the IS Secretary

and the members wish to convey heartfelt gratitude for her valuable contributions.

Existing members are Catia Malaquias, Fiona McGaughey, Nadine Krejci, Pevash Naidoo and Yasmin

Majidi.

The IS intends to propose some amendments to its Terms of Reference, as further discussed below and

included as an attachment to this report, to enhance its collaboration with the Bob Hawke College Board's

Inclusion and Pathways Sub-Committee, given their respective focuses but aligned purposes, and the

benefit to the College.

Work and activities:

1. Year 11/12 Career Transitions

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The IS met with Kate Reid from the College Inclusion Team on December 29th, 2024.

The IS continues to support Kara Beecham, Kate Reid, Shane Allnut and the College Inclusion

team with post-high school transition pathways for students. Kara, Kate and Shane are also

members of the Board's Inclusion and Pathways Sub-Committee.

To enhance student work experience and placement opportunities, the IS is collaborating with

Kate on Compass and Facebook posts to expand our 'Parent Cloud' network. Parents and carers

can join the cloud by completing a short questionnaire and expressing their interest in assisting

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with placements. This network will allow the college to connect students with industry professionals and create meaningful work experience opportunities. The network will also

connect students with complex profiles in the BHC Supported Work Experience program

providing tailored support for both the student and the participating workplace partner. The

Board's Inclusion and Pathways Sub-Committee is also collaborating in this initiative. The aim is to send out the post on Compass and P&C Facebook in the next few weeks. Following discussions in a joint meeting between the subcommittee IS and the Board's Inclusion

and Pathways Sub-Committee, the IS also discussed with Kate the need to provide parents with

clear and accessible information on pathway options, including course selection and requirements. It was agreed that early and clear communication, in multiple formats, is essential

for all parents.

2. Inclusion Subcommittee Roles:



The *IS is currently seeking a Secretary* . However, given increased and beneficial collaboration

between the IS and the Board's Inclusion and Pathways Sub-Committee, and to streamline the

need for Kara Beecham, Kate Reid, Shane Allnut to work across the P&C and Board's Sub-Committees efforts, and following discussions with Kate Reid, Catia has proposed that the IS

and joint meetings with the the Board's Inclusion and Pathways Board Subcommittee hold joint

meetings, given the aligned purpose.

The proposal means that each of the Sub-Committees will formally remain separate and

accountable to their respective College governing bodies with their distinct purposes, powers and

functions, being the P&C and Board, but will be able to operate in practice as a comprehensive

forum bringing together all key stakeholders in the College's work of inclusion and pathways,

including key College staff. This will also avoid duplication and streamline efforts across the two

Sub-Committees. To put this proposal into effect will require amendments to the IS Terms of

Reference, and the endorsement of the Board. Catia will put the proposal to the College Board at

their upcoming meeting on 19 February 2025. Accordingly, the IS requests that the P&C:

☐ approve the amended Terms of Reference attached to this report; and

☐ endorse the proposed approach.

● This proposal, which has received support from Kate Reid, will be presented to the P&C and

Board for approval. In the meantime, the IS will advertise on the P&C Facebook page

to recruit

for the Secretary role.

 [Inclusion_Subcommittee_BHC_P_C_Report_10t....docx](#)

 [FINAL- Terms_of_Reference_for_the_Inclusi....pdf](#)

 [FINAL_BHC_Sub-Committee_-_Terms_of_Refere....pdf](#)

 [Inclusion_Subcommittee_BHC_P_C_Report_10t....pdf](#)

Decision

Motion to adopt amended terms of reference for P&C Inclusion subcommittee

Seconded

PASSED

9.2. Events Subcommittee

EVENTS REPORT For P&C Feb 11th 2025

Celebration of Learning

The celebration of Learning Day turned out to be extremely hot and this decreased our sausage sizzle sales. The ice cream sales were very popular as always. We ended up with a loss of \$244 so have decided to review having the yard games which are over \$300 and don't really seem to be of much interest.

Plans for 2025:

- A family quiz night, potentially in second term.
- Wine and cheese night in September
- Rooftop grooves or something for the Parents to be arranged.
- Celebration of Learning

Leonie Allison

BHC Events Committee

 [P_C_Feb_12_Mtg_Events_report__.docx](#)

Decision

9.3. Social Media Subcommittee

Nothing to report

9.4. Music Collective Subcommittee

Music Parent Collective Report

P&C Meeting

Feb 12th

The last concert of 2024 ran smoothly and was enjoyed by both audience and performers, it was a wonderful way to close out the year. The MPC appreciated all food and time donations from parents, with an overall achievement of funds of the night of \$6,200. As we turn our attention to 2025 and the first cohort of Year 12 students, it is on the agenda on how best to celebrate their musical journey and achievements at Bob Hawke. Our other 2025 aspirations include - facilitating the delivery of the Bob Hawke College Music Uniform, the inaugural Music Tour for senior students to New Zealand, and social musical activities for all young musicians. The MPC is committed to working with the school staff and PnC in achieving these aspirations and goals.

 [MPC_Report_P_C_12_Feb.docx](#)

10. Business arising & New business

10.1. P&C funding request form

Proposal to produce a Fund Request Form for people to submit when requesting funding support

Ann to do

Student Request (via attending parent) for a cricket net

John Burke - Oval is shared so we are limited to a degree as to how we can use it

Talk about temp cricket nets on basketball courts - opportunity there

JB advised the student to talk to Phys Ed teacher - teachers always interested and will enable something

What to do at lunch? Cricket can function for lunch

Another suggestion - tennis

JB - tennis nets up at the far end of the grounds.

Will be house competitions as the year progresses

Soccer, rugby, ping-pong

How to break in to the system (younger kids getting into game older kids playing)

Not much opportunity to travel to other venues due to travel time

11. Next meeting meeting March 19th - AGM followed by General Meeting

Meeting finished 8:04

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of Term 1 P&C Meeting 12th Feb 2025 on 12 Feb 2025

Summary of Matters Arising

Decisions

Item	Decision
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8.	Motion seconded PASSED
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9.1	Motion to adopt amended terms of reference for P&C Inclusion subcommittee Seconded PASSED
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9.2	
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Summary of Attachments

Attachments

Item	File Name
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5.1.	P_C_Feb_12_Mtg_Outdoor_Ed_Fund_Request.docx
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7.	Principal_Update_10_02_25.pdf
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8.	Treasurer_Report_6th_Feb_2025.docx
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9.1.	Inclusion_Subcommittee_BHC_P_C_Report_10t....docx FINAL_Terms_of_Reference_for_the_Inclusi....pdf FINAL_BHC_Sub-Committee_-_Terms_of_Refere....pdf Inclusion_Subcommittee_BHC_P_C_Report_10t....pdf
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9.2.	P_C_Feb_12_Mtg_Events_report_.docx
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9.4.	MPC_Report_P_C_12_Feb.docx
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Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [Term 1 P&C Meeting 12th Feb 2025](#)