

Bob Hawke College Parents & Citizens Association Inc.



200421 - BHC P&C - Executive Committee

BHC P&C - Executive Committee Meeting

2020 - Term 1 - Week 12

Via video conference

When 21 Apr 2020 at 2:30 AM

Location: via Zoom, link in Description

Chairperson Wayne Dropulich

Minute
taker Amanda Jones

Present Solmaz Beit , John Burke , Wayne Dropulich , Malcolm Harrison , Amanda Jones ,
Meena Thiru , Melissa Twiss

Apologies Dipali Patel , Claire Turpin

Minutes

1. President's Update

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

WD declared the Executive Meeting opened at 6:42pm.

With the continuing situation with COVID-19, the P&C Executive Committee have taken health and safety into consideration and made the decision to hold this meeting as a teleconference meeting. So thank you to everyone who have joined the meeting by videoconference.

We have invested money into using TidyHQ to improve the efficiency of the P&C, so can we all please try and use the application as much as possible to get the best value out of it. The Events Sub-Committee has already used the meeting feature to organise their first meeting. That is fantastic.

I ask that all people who are responsible for an update or report as listed in the agenda, please email the Secretary prior to the meeting so that the details can be added to the minutes quickly during the meeting. Please format it as text to be cut and pasted directly into the minutes and attachments which can be attached to the minutes.

Can everyone please log in regularly to see any outstanding tasks that are assigned to you and action them by the due date. If we utilise the features in TidyHQ then it will make the administration of the P&C much easier and the running of the P&C much more efficient.

2. Principal's Update

Principal Update

BHC P&C Zoom meeting

Apr 21, 2020 06:30 PM Perth

April 17 update

The Premier and the Minister for Education made an announcement Friday regarding the start to Term 2. The key points are as below:

1. Mon April 27 Public Holiday
2. Tues April 28 PD Day (Student Free). Staff will use this to plan for the return of students.
3. Wed April 29. All students are able to attend the College. Parents who choose to have their children at home will be supported to do so.
4. Schools will get additional cleaning allocations for Term 2. This will enable cleaners to continuously clean the site during the school day.
5. Advice regarding social distancing is being provided by the Health Department.

Information below was current as of 16/04, but may change:

Items

1. COVID 19

The National Cabinet meeting today (16/04) will provide some direction as to Term 2 operations. The next Department of Education briefing for schools is scheduled for 22/04, but this may change depending on new information coming to hand. As of now DoE is working closely with the Department of Health, particularly Dr Andrew Robertson, the WA Chief Health Officer. We will continue to follow their expert advice. As of 14/04 the Minister for

Education and Training reiterated that continuity of education for as long as possible is best, but families are still encouraged to keep their children at home.

2. Learning from Home in Term 2

All families will receive an outline of how learning in an online environment will work for students at Bob Hawke College in the second week of the holidays. Compass will be our central location for Learning Tasks, and we will upload a week of work at a time starting from Week 1 Term 2. We are ready to go, and believe that we can deliver a robust learning program that connects students to the greater Bob Hawke College community.

3. Stage 2

Bob Hawke College Stage II is currently being planned for, but no announcement has been made RE funding.

4. ANZAC Acknowledgement

Whilst we haven't been able to conduct our ceremony as we usually would, we plan to acknowledge the day in a respectful manner. Kids have worked on a photo presentation that they will upload to Facebook and Compass on ANZAC day.

5. College Board Update

I am pleased to announce the following successful nominees:

- Kylie Ashenbrenner
- Tahnee Davies
- Tiki McLennan
- Annette Nisbet
- Erica Schurmann

6. Parent Thank you

Parent feedback and acknowledgement is greatly appreciated and valued by all at BHC. First meeting will be week 4 of term 2.

Thank you.

Qu: Lyssa asked about potentially holding a fete mid 2021 on the oval. John indicated that the oval belongs to the community after school set hours so we will have to work with them, might be best to host it on campus.

Qu. Mal asked re having a camping for Fathering Project on the oval. John agreed, but said it would be easier to host on school grounds. We could try working with the community on it.

3. Treasurer's Update

Net Cash Position

Current (21 Apr 2020): \$1,298.60

At last General Meeting (24 Mar 2020): \$2,045.00

Transactions since last General Meeting

Income

Nil

Expense

\$588.00 TidyTQ - Annual Membership Fee

\$158.40 Incorporation Fee

Note: When entering expenses in TidyHQ select Tax as none not included even if GST is included in the expense. As we are not registered for GST we can't claim the GST back so it is easier to do it this way.

Qu. Amanda asked if we should do a request to parents for a Donation to the P&C. John confirmed that is fine. General discussion agreed that we need to have more clarity on what P&C fund will be spent on before requesting any donations.

4. SubCommittee Updates and Reminders

Wayne shared a Terms of Reference document for Event Sub committee. Needs to be approved at GM so we will circulate before the next GM.

Qu: What is focus of fundraising for P&C? John discussed what Dept of Education/Finance covers vs what P&C would be expected to cover in future years. Lyssa suggested building a "building and maintenance fund" over the next 10 years to enable the school to be maintained.

Qu: John suggested we create a "Guiding Principles" document that informs parents before we ask them for donations. Wayne asked how to kick that off. John has conversations underway and would like to include the community more on what is important to them. John has a document listing values and focus that might be helpful.

4.1. Media

Amanda suggested the school children be involved in the social media of the school and P&C. John confirmed support and suggested connecting to Jen Griffiths Blogging Club for coordination.

Decision

Tasks

- ☒ Discuss Social Media with Jen Griffiths to coordinate with Blogging Club
- Assignee: Amanda Jones
- Due date: 08 May 2020

4.2. Events

2020 keep it pretty simple. Wine drive, Cadbury chocolate drive. John suggested some local small businesses might like to be involved. Amanda suggested a move away from fundraising for Events to community building for this year.

Welcome Picnic for 2021 to become P&C responsibility.

Think about annual calendar for 2021.

Zoom meeting on Friday night to develop ideas and start drafting annual plan.

4.3. Music Program

Deferred to GM as Dipali absent.

4.4. Fathering Project

See summary below and attached. Planning for events toward the end of the year depending on Covid situation. Mal will continue to connect with other Fathers to create support and interest.

The Fathering Project Dads' Groups in schools are making a significant difference by working with schools and assisting fathers and father-figures to realise their importance in children's lives and to improve their effectiveness as fathers and role-models for children. The program provides a relaxed environment where fathers and father-figures can talk meaningfully to each other, up-skill and encourage the development of stronger bonds between father and child and each other.

There's never been a more important time to support fathers and children and strengthen their bond. We, at The Fathering Project, are working hard (not slowing down) to continue building our relationships with dads and communities across Australia.

The COVID 19 environment with physical distancing and isolation has disrupted our valued and popular programs, but we are responding to it with strategy, urgency and dynamism. We're supporting our existing groups and schools to maintain their connections, and we're building what will be an amazing and supportive virtual community for dads all across Australia.

We are still actively Launching Dads Groups now and have a number of groups getting up and running in the near future as 'virtual groups'. In fact we have what amounts to a 'special' on the Launch at this time of social isolation to encourage Dads to get connected. We are getting the Dads Group under way with a 'Virtual Launch' via Zoom and then not Invoicing for the Annual Fee until we resume 'normal activity' post-COVID-19.

We have active Fathering Project Dads' Groups in 160 WA Schools and just over 300 across Australia.

I have attached two documents as a starting point for you to begin the process of developing an effective Fathering Project Dads' Group in your school:

- An Introduction to The Fathering Project
- Our FAQ's page – provides more detail for your deliberations

There is also lots more information on The Fathering Project website

 [Frequently_Asked_Questions_\(WA_2020\).pdf](#)

 [Fathering-Project-School-Leave-Behind-Oct....pdf](#)

Decision

5. New Business

1. Bikes - new provisions in Stage 2 as bikes have been more successful than expected. Working on bike repair classes for kids.
2. Buses - New School bus schedules will be sent in Friday's newsletter update.
3. Book week - dress ups with gold coin donations a suggested fundraising idea with proceeds to be use to purchase books for the library.
4. General Meeting format - suggesting we have "John time" for 30 minutes before the meeting. John requested that questions be emailed in ahead of time. Solmaz suggested questions be posted to the "chat". Mal suggested having the Agenda posted during Zoom as well. Wayne suggested keeping the Zoom feature on May 12th and future meetings even once we are back in person.
5. P&C donation amount - tabled until future meetings until strong understanding of what we will be using funds for in future. John to meet with Board early next term to start mapping out priorities going forward. Once he has that P&C can start to build on that foundation. Focus for this year is on Arts, children's growth, etc. Building is covered for 1st year.

Tasks

- ✓ Add 15 minutes before the May 12 meeting for social connection
Assignee: Amanda Jones
Due date: 01 May 2020

6. Reminder re next GM - May 12

Via Zoom with 15 minutes prior to meeting for social connection. Questions for John or the P&C to be emailed ahead of time or added to the chat.

7. Close meeting

Wayne declared the Executive Meeting closed at 8:32pm.

Next Meeting (General): Tuesday, May 12, 2020 at 6:30pm

Venue: Video conference

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of 200421 - BHC P&C - Executive Committee on 21 Apr 2020

Summary of Matters Arising

Decisions

Item	Decision
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4.1	
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4.4	
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Tasks

Item	Task	Assigned to	Due date
4.1	Discuss Social Media with Jen Griffiths to coordinate with Blogging Club	Amanda Jones	08 May 2020
5.	Add 15 minutes before the May 12 meeting for social connection	Amanda Jones	01 May 2020

Summary of Attachments

Attachments

Item	File Name
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4.4.	Frequently_Asked_Questions_(WA_2020).pdf Fathering-Project-School-Leave-Behind-Oct....pdf
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Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [200421 - BHC P&C - Executive Committee](#)