

Bob Hawke College Parents & Citizens Association Inc.



200616 - BHC P&C - General Meeting

2020 - Term 2 - Week 8

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

<https://us02web.zoom.us/j/87393390512?pwd=ajFGYnNtZjZOd0hkelZvZHhiVWRMUT09>

Meeting ID: 873 9339 0512

Password: 718517

When 16 Jun 2020 at 2:15 AM

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

Chairperson Wayne Dropulich

Minute
taker Dipali Patel

Present Solmaz Beit , John Burke , Saowalak Chionoi , Ann Conlon (Executive Committee, Vice President), Tahnee Davies , Louise Driscoll , Wayne Dropulich , Amanda Faragher , Malcolm Harrison , Amanda Jones , Megan Kaino , Amanda Kakulas , David Klein , Gemma Knight , Annie Kowal , Tina McKenzie , Delvene Mercer , Daniel Morgan , Anindya Mukherji , Krystina Myhre , Annette Nisbet , Judy Radalj , Meena Thiru , Claire Turpin , Melissa Twiss , Tina Watkins

Apologies Kristie Castagna , Robyn Coopes , Irene Davidson , Nicholas Dufty , Andrew Faragher , Carolyn Graham-Taylor , Karen Holmes , Marni Klein , Naomi Liddelow , Ray Loh , Manoj Lujtel , Anne Mazza , Sisonke Msimang , Isabella Nash , Dipali Patel , Nguyen Thu Phuong , Matthew Shurmer , Cilena Simao , Pedro Simao , Paul Smithson , Candice Tang , Leeanne Thomas , Kelli Trajkovski , Camille Wasserman , Jo Williams

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 6:36pm.

Zoom is still available for parents to join the P&C meeting

3. Acceptance of Previous Minutes

WD proposed a motion.

That the minutes of the previous General Meeting on 12 May 2020 be accepted as true and correct.

Seconded by Meena Thiru, Lyssa Twiss

Motion Passed

4. Correspondence - In and Out

None

5. Principals Report

Items

1. COVID 19

Stage 3 Restriction relaxations have enabled the College to access the Oval
(Ref Facebook/Compass 11/06)

Attendance

Week 1 Term 2 76%

May 11 – June 5 average attendance 94%

Pre COVID-19 attendance average 96%

Year Seven Attendance

“Like Schools” Sem 1 2019 91-94%

Reporting to Parents

No Grades to be reported for Semester 1 2020. CREW comment, Attributes and Student Goals.

Parent Interview night to be held at the commencement of Term 3.

I have requested to temporarily change the time of the Bob Hawke College school day to conduct a “reporting to parents” session.

The anticipated date is 28 July 2020 (week 2 Tuesday Term 3). The request is for a 11:00am commencement and a 6:00pm conclusion of the College day.

We will make adequate provision for students who remain at the school while the school timetable is suspended.

We expect to submit a similar request for Semester II 2020.

3. Uniform

Provision of alternatives provided prior to Board meeting

4. Student Board/House leaders

Student Board :

Bronte Woolf
Cooper Nisbet
Jaxon Castagna
Ruby Habib
James Grant
Aisha di Lollo
Lily Peter
Ben Shurmer
Daniela Ceranic
Laura Panetta

House Leaders:

Blue:

Tommy Wells
Amalie Bahemia

Green:

Willow Lawless
Liloue Farish-Luhan

Yellow:

Jasper Amos
Kelden Namgyl

Orange:

Rebecca Puccini
Olivia Kowal

6. Business Planning Process

Overview of Planning Process for 2020 Business Plan

Session 1 School Development Day Tuesday 2 June 9:00am to 10:30am

Session 2 Tuesday 16 June 3:15pm – 4:15pm

Session 3 Monday 20 July School Development Day

Session 4 Tuesday 11 August Open Day discussion

7. Building Update

As per presentation

 [2020.06.16_BHC_P_C_Principals_Report.pdf](#)

Decision

Parent Teacher Interviews

Change to 29/07/2020 Wednesday Week 2, Term 3, 10-15 mins with CREW teacher,
If Board approves, date will be changed. Provision to change twice from Ed dept .

Uniform

Black and Grey jumper, White shirt - full sleeve

Pending approval, still working with Harvey -Uniform supplier

For now, gray plain jumpers are approved to wear.

CREW naming - asking children to do research about house names

Whadjuk land

Other people in the local intake area

Acknowledging successful women in the local area

Parents Questions

Bike storage in the new building

The decrease in intake area - Predicted 1850 by 2025

Is there a provision in Compass to report on grades - John

How many students in each CREW class?

J - 22 in each CREW class, Reporting formatting will change for senior school

Up to 26 students in Year 7 next year if numbers increase

Year 7 and 8 CREW class together,

The conversation is ongoing, default is work through the same CREW for the rest of the school years, the teacher will move with them

Survey Monkeys - not received, P arents to contact Michelle Chapman in the office

J - So far Nomination for school board

Homework Club

Most likely 2 days of Homework Club from next term

Tasks

- ✓ Board to approve change of date for the parent teacher meeting
- Assignee: John Burke
- Due date: 20 Jul 2020

6. School Board Report

Tahnee Davies

Appropriate for at least one board member to attend P&C meeting

Board meetings every term, Week 3 and 8

Board met once formally in Week 3 of this term

Focussing on Terms of References, setting up four or five sub-committees

Great contribution from the board attending at least 2 sub-committees

Supporting John with business planning, policies - uniform and staff

7. P&C Presidents Report

With the restrictions on gathering being eased, it is great to be able to have our P&C Meeting with everyone able to attend in person again.

I would like to commend everyone on the P&C for continuing to move forward as best we could under the circumstances with restrictions on gathering in place. Everyone's efforts have put the P&C in the best position possible.

This P&C meeting will see some new developments with teleconferencing being available for any members who can not attend the meeting in person and our first in-person pre-meeting social chat. So I hope that members take full advantage of these developments.

8. Treasurers Report

See attached reports.

 [2020.06.16_BHC_P_C_Treasurers_Report.pdf](#)

 [2020.06.16_BHC_P_C_Treasurers_Cash_Flow.pdf](#)

9. Sub-Committee Reports

Decision

A low key event on the day of Parent-Teacher Interviews

Date for the community picnic to be announced - August 21, 2020 4-7pm

Together With Excellence - TikTok online event for students with at least one parent in the video

Tasks

 Announce the date for Community Picnic
Assignee: John Burke

9.1. Events

Lyssa- met with John on 9/6/2020 checked with John it is ok from a school perspective

Online event - Tik Tok event - with at least one parent, apply for P&C membership, upload to Facebook page

1. Together With Excellence

Motion Passed

Seconder: Amanda, Parents approved

2. An undercover event in the canteen area - Parent Day

3- 6 pm or earlier, undercover area. Looking at using some of the clubs area

Tennis - spoken to Richard Spence, Basket Ball, Ping Pong

Stalls - Fairy Floss, Tea, Coffee, Popcorn, get Angello from Canteen involved

Week 2, 29/07/2020 to coincide with Parent-Teacher Interviews

Parents coming to school throughout the day. P&C could have a presence, but the social event could be later in Week 5, Term 3 most likely

Megan - P&C could do fundraising

Lyssa - no fundraising this year,

Ann - Opportunity to showcase the clubs

John - Staff are busy with interviews.

Wayne - 11th March some parents attended the picnic. Propose to do on a Friday - Welcome back to school

Another event later for Welcome back to school later in Term 3

Ann - Appreciated the picnic in Term 1, the concept was fantastic, huge potential for the community, although the timing and the day were overlapping with other schedules.

Weather is good - Amphitheatre, Unfavourable weather - Undercover area and cafeteria

3. Welcome Back Picnic

John - agreed for the picnic Term 3, Week 5, Friday August 21

Wayne - raised the issue of lighting when it gets too dark.

John - Enough lighting, staff attendance might be low being a Friday

2 events - Low key for PTI, another event

Community event annually - looking to have it next year

Purchasing equipment - hire to start with

Storage - underneath the school building is available

Breakfast Club once a week - dependant on funds to start next year

Parent - Tuesday when the choir is already here

John - Social experience for the kids

Megan - suggested sending out a message if stock is running low and is happy to join the club

Events meeting - 2 weeks before P&C meeting

General Update:

- Still investigating with the school the possibility of a low-key online even this term to increase profile of P&C.

- Proposal to have an onsite evening/dinner event on a Friday night in Term 3 (assuming social distancing restrictions are lifted)
- Proposal to have a movie night in Term 4.
- Scoping the possibility of a larger event later in 2021.
- Drafting parent survey questions to inform the P&C on event preferences and likely level of future parent involvement.

Agenda item: update on possible online event at the end of Term 2

Tasks assigned: Various: Event sub-committee members are liaising with the school to inform decisions on the events listed above.

9.2. Social Media

General Update:

- June 8, 2020 - Kristie Castagna and Amanda Jones met with Nicole Cooper and John Burke regarding the social media focus for the P&C.
- The school indicated that they would like the P&C to be independently branded from the school, but consistent with the school colours.
- The goal for independent branding is that people will be aware that there is a difference between talking to the P&C and talking to the school, and it will be clear on social media channels.
- The school confirmed that the official BHC website is almost complete and the P&C will have a page of content on the site for communicating meeting minutes, agendas, etc.
- A discussion occurred about limiting access to the P&C Facebook page to only parents who currently have children enrolled at the school, and citizens who are financial members of the P&C. Unfortunately, the school is not able to release a list of students and their parents to the P&C, and having the school check every new member is time-intensive. A suggestion was made that an existing member should be required to verify that a new member is legitimate.
- The Social Media team will research into the best way to handle verification of new members as the school grows.
- **Financial Item:** A Canvas account for the P&C may be useful in the future for professional presentation of content. Canva is the software the school uses to produce the newsletters. If needed, Canva cost is \$167 if paid annually. Not seeking approval at this time.
- **Agenda item:** Any additional volunteers interested in joining the sub-committee with social media or editing/content development/photography experience?

Parent - Why are we restricting people to join P&C Facebook group? Purpose - open to the community, how will you police it?

WACSSO does not recommend to have it as a closed group

Wayne - Request for parents to join the P&C group. Most people to join are not even in Australia, making sure people have a legitimate interest, safeguarding.

Amanda - the Facebook page is between the school and the P&C, we will work on it. The option of having a specific year group Facebook page but is managed individually by parent representatives of the year group.

Lyssa- Come up with a second page, like Friends of Bob Hawke College

John- website to be live on-page, P&C has room to put information about events

Eska - adjust settings to post it to public

Solmaz- raised concern posting photos of her child on social media with school uniform is compromising on their safety with the exception of the school using it for the intended purpose. PRefers it to be closed group.

Decision

Work in progress about Facebook page

Tasks

- ✓ Amanda Jones to research how to verify new members for the Facebook page and confirm that existing members are parents of enrolled students
Assignee: Amanda Jones
Due date: 03 Jul 2020
- ✓ Kristie Castagna will develop three logo options for the P&C to consider
Assignee: Kristie Castagna
Due date: 03 Jul 2020

9.3. Fathering Project

No update at this time.

Request for new people to join the group.

The gym can be used for sleep-outs

Megan - Check with other schools

Tanee, Ann- West Leederville has a fathering project group

Meghan to forward emails to Malcolm from fathering project

Lyssa - Reach out to feeder schools regarding fathering project

Decision

To contact other feeder schools

Tasks

- ✓ Meghan to forward emails about fathering project to Malcolm
Assignee: Megan Kaino
Due date: 21 Jul 2020

9.4. Friends of Music

General Update:

- Seeking Lead and Members for Committee.
- Amanda reached out to Ms. Hamer to see if she has any parents in mind who might like to Lead the committee. If not, a mailing will be coordinated to all Music Parents. Response pending.
- Terms of Reference are outstanding pending a lead and committee.
- Agenda item: Any music parents interested in joining the sub-committee?

Carolyn Shurmer(Cas) appointed as lead for Music Sub-Committee

Motion Passed

Seconder - Amanda, parents

Caz has organised music events and is already in touch with Liz Hamer

Decision

Carolyn Shurmer (Caz) to lead Music Sub-Committee

Sub-Committee Members - Hugo Hernandez Lugo, Meena Thiru , Eska Chen

10. Business Arising and General Business

10.1. Locker Alternatives

Craig: Lockers was there in the original school business plan. When asked about it during Open Day teachers were not aware of it. His daughter's bag is 9 kg after lunch, has the netball gear additionally. Has a serious concern about the health issues particularly with their back and shoulders.

John:

School on 1.7 hectares of land, space is a constraint.

Limited lockers will be available overtime in stage 2, certainly not for every child or even 1 out of 5. Lockers get used significantly early part of the years, but usage drops significantly as children move up higher. Other schools have also locker issues, some pulled out as they are not being used.

Alternative solution to standard lockers - Hot locker solution, students currently use it at the sports hall

Parent - Possibility for lockers to be available for Year 7 and Year 8

Megan - Option to share lockers as it is practised at Shenton College.

Request for School Policy - what can be left and not left?

John - Meeting with Adrian, Tennelle regarding what is important in the bag?

Acknowledged laptop is heavy, problems not solvable

Amanda - Provision to leave sports gear overnight at school that will be used the next day

John - Student Central happy to store sports equipment, bags of students with mobility issues

Meena- Encourages her daughter to carry two bags, a backpack and a drawstring bag so the weight is split.

Lyssa - From an OH&S perspective, can it be addressed during health class how to appropriately carry the backpack?

John - A partnership between school and parents. Going forward - oval is not fenced and used by the community

Claire - May be lockers is a parent issue and for the children. Best to ask students what they feel?

Decision

Individual parents to contact John directly to discuss about their concern for lockers

Student Central is available to pick up and drop off bags as it always has been

Problem - how we will fundamentally address this issue

Get students involved to make decisions

Student Board to join next P&C meeting

Tasks

☒ Clarity - What can be left at school?

Assignee: John Burke

Due date: 28 Jul 2020

☒ Invite student board for next P&C meeting

Assignee: John Burke

Due date: 21 Jul 2020

10.2. Parent Engagement

Wayne - What can be done to encourage parent encouragement to continue from primary school?

Megan - Conversation with children, individual choice as some children are not comfortable with their parents coming in at high school

Create opportunities for parents to be involved and engaged

Currently, on the right path, continue

Opportunity for parents to volunteer at the library

John - Yes, the expertise of parents to be used if it can be used for the school

Areas like - the absence of School Chaplain, currently no librarian

Decision

Opportunities available for parent volunteers and their expertise to be shared

10.3. Financial Direction

Ongoing conversation with the school

After the Business Planning process, annual plan fits in to show what P&C has planned in line with the plan

P&C - can support high-performance music program, etc

Any consideration for P&C to raise funds for performing arts hall equipment - No

Use support for post build additions but not for now as budget is allocated

Malcolm - Additional shelters

John - not much scope but shade sails which will be limited, play equipment for kids will be added

Four square court - not an option now, chalk can be used, tape not advised

11. Review of Current Meeting Tasks

Meeting closed at 8.41pm

12. Next Meeting

Week 3, Term 3 - 04/08/2020

End of minutes.

Summary of matters arising are tabled on the following page.

Minutes of 200616 - BHC P&C - General Meeting on 16 Jun 2020

Summary of Matters Arising

Decisions

Item	Decision
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Item Decision

5.

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9.2

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9.3

To contact other feeder schools

9.4

Carolyn Shurmer (Caz) to lead Music Sub-Committee

Sub-Committee Members - Hugo Hernandez Lugo, Meena Thiru , Eska Chen

10.1

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10.2

Opportunities available for parent volunteers and their expertise to be shared

Tasks

Item	Task	Assigned to	Due date
5.	Board to approve change of date for the parent teacher meeting	John Burke	20 Jul 2020
9.	Announce the date for Community Picnic	John Burke	
9.2	Amanda Jones to research how to verify new members for the Facebook page and confirm that existing members are parents of enrolled students	Amanda Jones	03 Jul 2020
9.2	Kristie Castagna will develop three logo options for the P&C to consider	Kristie Castagna	03 Jul 2020
9.3	Meghan to forward emails about fathering project to Malcolm	Megan Kaino	21 Jul 2020
10.1	Clarity - What can be left at school?	John Burke	28 Jul 2020
10.1	Invite student board for next P&C meeting	John Burke	21 Jul 2020

Summary of Attachments

Attachments

Item	File Name
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- | | |
|----|---|
| 5. | 2020.06.16_BHC_P_C_Principals_Report.pdf |
| 8. | 2020.06.16_BHC_P_C_Treasurers_Report.pdf
2020.06.16_BHC_P_C_Treasurers_Cash_Flow.pdf |

Attachments can be found under your TidyHQ admin account at:
Storage > Meetings > [200616 - BHC P&C - General Meeting](#)