



General Meeting Agenda – Term Four 2025

Vincentia High School Parent & Citizens General Meeting Monday, 3rd Nov 2025 VHS Common Room

Item	Description	Responsible Person
1	Welcome and acknowledgement	Chair
2	Apologies	
3	Call for new members - If Applicable	Chair
4	Call for nominations for casual vacancies - If Applicable	Chair
5	Confirmation of the minutes of the previous general meeting	Chair
6	Business arising from the minutes of the previous general meeting	Chair
7	Correspondence	Secretary
8	Treasurer's Report	Treasurer
9	Principals Report	Principal
10	Sub-committee Reports <ul style="list-style-type: none"> • Canteen Manager Report • Community Liaison Officer Report • SRC Report 	Convenors
11	New business	Chair
12	General Business Review the VHS P&C constitution and by-laws Setting the date for the 2026 VHS P&C AGM. P and C federation Succession Plan documents. Eagle Merit support request Mrs. Higgins Anti bullying / Bullying response policy Mrs. Higgins	Chair
13	Next Meeting	Chair
14	Close	Chair



NOTES

- For this general meeting to be valid, at least seven (7) day's notice must have been given to members
- The quorum at this general meeting is as stated in the Constitution
- Only *members* can vote at general meetings. To be considered a *member*, an application for membership must have been received prior to the close of the general meeting or AGM preceding the *current general meeting*.
- *Any person who applies for membership for the first time at this general meeting will only be considered a member after the close of this general meeting.*
- *Only members can stand for casual vacancies at general meetings*
- *No decision on expenditure can be made at a general meeting at which a treasurer's report has not been presented*

2025 VHS P&C Committee Positions

President: Anna Cochrane **Vice President:** Carly Stevens **Treasurer:** Jodie Newman

Secretary: Sarah Ketelhohn **Canteen Treasurer:** Jodie Newman

Current financial members as of 3rd Nov 2025

Anna Cochrane, Jodie Newman, Sarah Ketelhohn, Anna Butler, Carly Stevens, Michelle Haynes

Certificate of Currency ST ANDREWS BROADFORM LIABILITY INSURANCE	POLICY NUMBER: 10M9907324	VALID TO: 01 August 2025 at 4PM
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