

MINUTES OF P&C MEETING

Tuesday 13th February 2018 – following AGM at 7pm

PRESENT

Keith Bentwich, Margie Byrom, Sarah Catchpole, Jeanette Cope, Alison Cowley, Christopher Cowley, Sarah Dandy, Clare Dunstan, Susannah Gallagher, Jane Godfrey, Daphne Goh, Harriet Hill, Melinda Holmes, Tom Huckerby, Jodie Koning, Anne Layton-Smith, Suzette Mackenzie, Veno Panicker, Gudny Palsdottir, Jeff Telfer, Lisa Telfer, Bernice Winoto, Wee Yen Wong

APOLOGIES

Jacquie Riddell, Eugenie Bestic, Tanya Boys, Graham Clare, , Kellie Munn, Trent Moses, Simone Porter, Adam Wechsler Christine Kelly CP & wife

MINUTES FROM PREVIOUS MEETINGS

Minutes from the P&C meeting on 12.12.17

- Moved by S Gallagher
- Seconded by J Godfrey

MATTERS ARISING FROM PREVIOUS MINUTES

Items from previous meeting:

- You Can Sit with Me: Ready for implementation 2018 – K Huckerby/J Cope
- WWCC Policy – implemented – requires Committee Volunteer
- Shell: Update to be presented at next meeting – see below
- Shell: Invoice for \$50,000 to P&C from school and payment to school from Building A/C – status
- Shell: Grant was approved – was \$37,300 finalise details for banking Action:
- 2018 P&C Budget – agreed, accepted and uploaded to P&C website – complete
- DGR status to be reviewed and confirmed – in progress
- Band transfer of instruments and code of conduct for 2018 – complete
- Band – confirmation of A Rupin as Teacher Liaison Officer –
- Band – transfer of \$4,000 from P&C to Band Account – Complete
- Band – transfer of \$4,000 from School to P&C – completed
- Band to be included in fundraising planning meetings for opportunities in 2018 -
- Mental & Social Wellbeing Sub Committee meeting – in progress
- Support Program Activity presentation provided by A Palmer to be uploaded to P&C Website – will now be uploaded to the School website – in progress
- Forum evenings dates and details to be communicated to school – in progress
- External Validation Report to be uploaded to the school website – in progress

PRINCIPAL'S REPORT

J Cope verbally presented information relating to the following:

- Thank you to outgoing president, Clare Dunstan - total 7 yrs and Sarah - *great secretary to work with*
- progress made with 2017 committee's contributions eg: band shells, classroom help, volunteer
- Welcome back to school -
 - SAFE THEME : school, traffic, sun
 - pleased that everything went like clockwork, back to studies
- Staffing challenges and requirements:
 - mentoring staffing from temps to perm
 - teachers are in demand atm
 - last minute challenges before school term started but positions filled now
- 465 students (up from last year)
considerations : 20 kindys = 1 teacher vs. 30 years 6 = 1 teacher
- Swimming carnival , well supported by Jane and Amanda
- Well fare & Well being programs start of year - stage 2 & 3 - anti bullying, cyber safety talks
- Shell updates - Good work in progress with Graham,
 - 4 week tender process , 4 weeks evaluation , building has to coincide with holidays
- **Schoolyard is not public access in off school hours** - if the principal and staff acknowledges you, they are liable for you "duty of care"

Let's have mutual respect when using grounds after school hours (eg: do not clamber on roofs etc)

Otherwise : action: legal guideline - trespassing or children only with adult supervision

TREASURER'S REPORT

The Treasurer's Report was presented by H Hill and will be uploaded to the P&C website for reference. Refer to the report for details.

Action: P&C communication to the community to advise on the fundraising goals for 2018 – to go out before the Term Accounts

SPORTS COMMITTEE REPORT

There was no report provided this meeting.

Swimming Carnival 2018

Congratulations to N Reynolds for a great well run day.

They will be running extra training for the Zone participants

Cross Country coming up on 28.2.18

COMMUNICATION, FUNDRAISING & SPONSORSHIP REPORTS

S Gallagher provided the Fundraising team provided a report, and this will be uploaded to the P&C Website for reference. Refer to the reports for details.

Volunteers: S Gallagher thanked the 2017 Year and Class Coordinators for all their hard work and advised of the incoming 2018 Year Coordinators.

BAND REPORT

G Palsdottir provided the Band Report and this will be uploaded to the P&C Website for reference. Refer to the reports for details.

102 registered band members current
42 training band and 60 in concert band

CORRESPONDENCE

Correspondence was collected and distributed accordingly.

OTHER BUSINESS

Information Evenings / Forums Update

B Winoto presented an update for the upcoming forum on 27/2/18

2018 President, Chris Cowley, closed meeting.

- Thank you for confidence in him and he is looking forwards to working with Jeanette, school reps and committees. Thanking everyone for their help and support to date, and continual contributions.
- Exec committee to meet ASAP to ensure alignment on :
 - overall strategic objectives for 2018
 - organisation of tasks and working efficiently and together
 - ensuring that all obligations are fulfilled in transferring 2017 > 2018 committee to ensure no gap
 - any other outstanding items.
- **UPDATE: Special General Meeting on Tuesday 13 March 7pm - per above President's closing points as Exec Committee met 18 Feb .**

Meeting closed at 8:55pm

Next Meeting: Tuesday 13th March 2018 7pm in the Staff Room