

WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION

MINUTES

ORDINARY MEETING

Monday, 23 March 2015

ATTENDANCE

Committee: Marc Dal Cortivo (President),* Greg Hall (Vice President),*
Craig Maconachie (Treasurer), Ed Brereton (Secretary),*
Emma Kate McGuirk (Public Officer), Steve Frankel (Member),
Rebecca Reilly (Member).

* Elected as part of the business of the meeting – see item 2.

Members: Vanessa Howieson, Anne Quinn, Anna Buesnel, Richard Perry,
Meaghan Ferguson, Tamara Haitsma, Vicki Gwilliam, Mac McCann,
Alison Maconachie, Kerry Hall, Megan Bathie, Mark Bathie,
Jillian Hayes, Anna Pepar, Ruth Pratt, Ingrid Mewett,
Alice Pommer, Mark Wilson, Marek Bilski.

Principal: John Manders.

Apologies: Tracey Marris, Rowan Ferguson, Greg Hayes, Heidi Kark,
Nicole McDougall, Lara Purdy, Nicole Freene.

1. WELCOME, APOLOGIES, MINUTES

- Marc Dal Cortivo opened the meeting and welcomed all members.
- Apologies were noted as above.
- The minutes from the meeting of 23 Feb 2015 were accepted with nil changes.

2. COMMITTEE VACANCIES

- Mr Manders acted as returning officer for the vacancies and did not vote.
- Marc Dal Cortivo's and Ed Brereton's nomination for President and Secretary were the only ones received and so they were taken to fill those roles.
- Greg Hall and Mark Bathie nominated for Vice President. Emma Kate, in her role as outgoing Secretary, noted that while proxy votes could not be counted those making apologies to the meeting had indicated to her their support for either Greg (Tracey M, Rowan F, Greg H, and Heidi K) or Mark (Nicole Mc, Lara P, Nicole F)

and had wanted their support recorded. Mr Manders held a secret ballot of written votes from those members present and Greg was elected.

- At its AGM, the association inadvertently elected four committee members, above the constitutional limit of two. Alison Maconachie and Meaghan Ferguson stepped down leaving Steven Frankel and Rebecca Reilly as the ordinary members.

3. TREASURER'S REPORT

a. Priorities for expenditure in 2015

- The Treasurer reported that the association's general account held a balance of \$32 028, a slight increase of \$494. The committee agreed to retaining ~\$10k in reserve.
- Members present discussed ideas for the P&C's 2015 investment in the school that had been received from members and during the meeting from Mr Manders.
- The committee decided to provide P&C funds for the following items and activities (estimated cost in brackets):
 - artificial grass in the second kindergarten courtyard (\$3 000), noting a rubber underlay should be investigated (noted by Mr Manders);
 - materials for pre-school activities (\$1 500);
 - wireless microscopes that can be used for science activities in classrooms (\$1 500);
 - sports equipment that can be loaned out to students at lunchtime (\$2 000);
 - contributing to a barrier to retain the tan bark under the flying fox (\$2 000);
 - replacements for damaged cupboards used by the P&C clothing pool (\$2 000);
 - a marquee for P&C and school activities, such as the school fair later in the year (\$1 500)
 - literacy resources for the library and classrooms (\$3 000).
- Mr Manders undertook to obtain quotes for the costs of enabling netball on the existing basketball courts - the costs for marking the courts and installing hoops.

4. CANTEEN

a. Sub-committee

- The committee noted the written report from Greg Hall, Canteen Treasurer, which showed income of \$3 916, expenses of \$4 372 (both for the period 22 Feb to 23 Mar), and a bank balance of \$7 211.
- The committee noted that on 13 Mar the canteen was visited by a food inspector after a complaint was received on 6 Mar (we have no further details of the complaint). There were two minor items identified (upgrading sanitiser and upgrading a thermometer) that were immediately corrected by Megan Bathie, Canteen Manager.
- The committee noted all positions on the canteen sub-committee were vacant and agreed Marc Dal Cortivo would be the point of contact for Megan in her role as canteen manager and managing the employment relationship.

- There were mixed views among members on the future role of a canteen sub-committee, how it should support the canteen manager, and whether it should simply be limited to fundraising. The discussion turned to the challenges all school canteens face and the committee agreed that Marc Dal Cortivo would draw on expertise from the P&C Council on viable business models for school canteens to explore any alternative ways of working.
- In terms of immediate support, the committee agreed Vanessa Howieson should be trained as a back-up manager and noted that both Greg Hall and Alison Maconachie also have the required training.

5. CLOTHING POOL

- Greg Hall, clothing pool manager, noted the account balance of \$9 206, an increase from \$7 900. Winter tunics are being ordered, many of the year 6 shirts have been sold, and there will be a sorting through of stock shortly.

6. PRE-SCHOOL REPORT

- Members discussed the question of a pre-school sub-committee and the need to include pre-school parents in the work of the broader P&C, noting some of the members present were pre-school parents and the constructive suggestions from the pre-school for funding from the P&C.
- The committee agreed there would be active participation by the P&C at pre-school information nights and other events as appropriate.
- Mr Manders reminded everyone of the working bee to be held at the pre-school, scheduled for Saturday, 28 Mar.

7. FUNDRAISING

a. 2015 Country Fair Coordinator

- No volunteers have come forward to take the lead as fair coordinator. The committee agreed to establishing a fair sub-committee and for interest to be sought from the school community through the newsletter. Marc Dal Cortivo, Rebecca Reilly, Anna Buesnel, and Emma Kate McGuirk all indicated their interest.
- In terms of other events: the trivia night will be held in term 2; DJ Cliff has been confirmed for the next disco; Ed Brereton will write to Bunnings seeking another bbq slot; there will be the usual stalls for Mother's Day and Father's Day, non-uniform days, and a bbq at the end-of-year concert.

8. PRINCIPAL / BOARD REPORT

- Mr Manders updated members primarily on the work of the school. In relation to the Board, Mr Manders indicated it had met several weeks prior to the P&C and there was nothing to note for the association's work.
- Mr Manders noted the departure from staff of Briony Warren to Darwin and recognised her contribution to the school. The vacancy will be advertised to be filled out of the transfer cycle.

- Refreshing and extending literacy resources and developing a professional library for teachers is a priority for Mr Manders and he will provide an update on this work at the next meeting.
- Google has apps for education that seem to be an improvement over the schools current IT infrastructure. The school has purchased 30 Google chromebooks to be trialled by years 4-5.
- There have been two editions of the e-newsletter, with some minor teething issues. As the e-newsletter develops it will have additional functionality, such as ability to subscribe to a school calendar, run surveys, and upload videos.
- The new Introductory English Centre was expected to be handed over to the school within weeks. The fence being constructed will enclose the junior school and has been designed for the greatest area for minimum fence. There will be an open day in the IEC during term 2.
- The car-parking issues for the school will be revisited by the Department once the works constructing the new Introductory English Centre are complete.
- The pre-school garden is to be planted out and paved.
- The early childhood spaces in the school will be receiving new carpet, and possibly new paint over the holidays.
- Lights through the school are progressively being changed over from fluorescent tubes to LED tubes.

9. P&C COUNCIL

- Marc Dal Cortivo would attend the council meeting scheduled for 24 Mar.

Minutes prepared by Ed Brereton on 28 Apr 2015

Draft authorised by Marc Dal Cortivo 29 Apr 2015

Forward schedule of meetings

Term 2, Week 3 - Monday, 11 May

Term 2, Week 7 - Monday, 8 Jun