



WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION INC.



MINUTES

General Meeting - Monday, 19 March 2018

Attendance and Apologies

Committee (5):	Marc Dal Cortivo (President) Mac McCann (Vice President), Jason de Rooy (Secretary), Justine Bourke (Treasurer), Rebecca Reilly.
Members (8):	Karen Carmody, Jill Hayes, Andi Gray, Diana Zivkovich, Glenn Guevarra, Sheryll Ryan Manuntag, Stephanie McAlister, Marko Matosevic.
School (1):	John Manders.
Apologies (9):	Emma Kate McGuirk, Meaghan Ferguson, Georgina Thomsen, Kylie Charlesworth, Anna Buesnel, Vicki Gwilliam. , Jayde Fulton, Ellen Laenen, Tracey Whyte.

1. 2. 3. Welcome, Apologies and Confirmation of Minutes

- Marc opened the meeting at 7.05pm and noting a few new faces around the room, invited people to introduce themselves. Apologies were noted as above.
- Jason provided an overview of the draft AGM minutes, noting the election of the new Committee, and the group amended the draft minutes of the 19 February 2018 meeting. The minutes were then confirmed.

Action: Jason to update posting of Minutes to the P&C website.

4. Treasurer's Report

- Justine noted that the handover from Scott was under way.
- Marc noted that submission of the annual return was in progress.
- Jason noted that he and Justine needed to respond to the P&C Council's insurance survey.

Actions: Scott, Justine, Marc and Jason to resolve the above.

4. Community Activities and Engagement

- The group noted Georgina's report that the Ride2School Day Breakfast scheduled for Friday 23 March was all on track.
- The group noted Emma Kate's report that the annual Trivia Night scheduled for Friday 23 March was on track, however it would be helpful if more people could get tickets and organise tables.
- The group discussed and agreed to contribute \$1,000 to offset the cost of chocolate eggs provided to the public at the McCann Easter Fair, scheduled for Thursday 29 March, reasoning that the event was enjoyed by the school community and connected the school to the wider Wanniasa community.

Action: Mac and Justine to liaise regarding invoicing.

- The group noted Jill's report that planning for the School Lunch scheduled for Wednesday 4 April were on track, with order notes going home this week.

- The group noted Ellen's report that preparations for the Mother's Day stall scheduled for Wednesday/Thursday 9/10 May was on track, with around \$1,200 expended for stock and work on wrapping and tagging progressing.
- The group noted Bianca's confirmation of a booking with DJ Cliff for 1 June 2018 for the first School Disco of the year. Tickets would remain \$4/child, or \$12 per family.
- The group was not able to confirm that rides had been booked for the 2018 School Fete.
Action: John to confirm status of rides booking with Committee.

5. Clothing Pool Update

- Karen noted the transfer of \$4,000 from the clothing pool account to the P&C's general account, and that the current order was due to arrive by Friday.
- After discussion and noting a need to count them, the group asked John and Karen to discuss with the Year 6 teachers a use for the old rugby jerseys.
Action: John and Karen to discuss rugby jerseys.
- Karen noted a recent problem with the old online ordering system, and led a discussion towards establishing a new single ordering system in the near future.
Action: Marc to ensure the old system is disabled.

6. Principal and School Board Report

- John thanked everyone for their continued interest in the school. He circulated the school's new communication flyer (see Attachment A) and the group discussed the different channels available.
- Looking back at recent activities, John noted the goal-setting interviews were very well attended and the students demonstrated excellent behaviour at the Year 5/6 School Camp.
- The family invoice went out a bit later than hoped, slipping on the goal to have a single form for all permissions and medical requirements. Voluntary contributions forms would go out in Term 2.
- John led a discussion around this week's swimming carnival and next week's athletics carnival.
- John noted the landscaping plans had been posted inside the school. With the drafting of the masterplan and general intention to deliver over the next five years, the next step is for the consultants to prepare a 'sketch plan' which enables contracting and planning for particular elements. A surveyor has been contracted to complete a survey by the end of Term 1, which will guide decision making around installation of watertanks. The end of Term 2 should see establishment of some new nature play areas, and the first amphitheatre should be established soon after.
- Car-parking around the school was discussed, with John providing background on the issue, noting the Government's election commitment to enlarge the Bilsen Place carpark and the appointment of a project officer. However, there is a long queue for capital projects within the Education Directorate, and local residents have expressed concerns about the proposal. John asked that parents pass on information of any incidents and concerns to him via email, so that he can collate and pass on.

7. Any Other Business and Open Mic

- The group discussed the mechanics of the present Coles Supermarkets promotion, and particularly how tickets collected at the school were collated. John agreed to investigate.

Action: John to confirm process and email Committee.

- Karen noted processes and progress around the Entertainment Book fundraiser. 19 had already been sold, generating \$228 for the P&C. The next step would be for samples to be sent home from school for parents to consider purchase.
- Reflecting on John's tabling the School's communications committee's information sheet, Jason invited views on how P&C meeting notifications, agendas and minutes could be best distributed, in place of past email lists. The group suggested prioritising using the Newsletter and the Schoolzine app.

6. Close and Next Meeting

- The group agreed to the following dates for Term 2 Meetings:
 - Monday 14 May (Term 2, Week 3)
 - Monday 18 June (Term 2, Week 8)
- Marc closed the meeting at 8.20pm.

Attachment A: WHPS Communication Flyer

How do I communicate with my child's teacher or the school?



Schoolzine App (Can be downloaded from the Apple Store or Google)

- Notifications directly to your phone or device
- Access to forms and documents
- Inform school about student absences
- Subscribe to and read newsletters
- View school calendar
- Links to school phone number and website



School Newsletter

The newsletter is the main means of regular communication between the school and the community. It contains information about school news, excursions, meetings, feature articles and other activities. For our latest newsletter, please click the link on our HOME page or access in the SZapp.

School Website

<http://www.whps.act.edu.au/>

Directly with the teacher

Teachers can be reached via email by *firstname.lastname@ed.act.edu.au*



Seesaw

This app is currently being trialled in a number of year levels.

Seesaw empowers students to independently document what they are learning at school and share it with their loved ones. Students capture their learning in any form. Students can "show what they know" using photos, videos, drawings, text, PDFs, and links. You can also import directly from most popular apps, like Google apps.

How else can I get involved in the school?

Parent & Citizen Committee

The P&C is a great way to meet other parents within the school environment, form friendships, get involved in fundraising for the school, and to be part of the school.

School Board

The school board is a formal mechanism for parents, carers, staff and students to participate in school decision-making.

School Assemblies

Fortnightly Friday assemblies are held in the hall from 2:00pm. These showcase student activities and feature student performances, student recognition etc. Each teaching unit is responsible for leading the assembly on a rostered basis. Parents are most welcome. For details about upcoming assemblies, please see information on the calendar page.



Volunteer

There are many different ways to get involved and we are happy to discuss options with you.



Wanniassa Hills Primary School

