

# WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION

## MINUTES

### ORDINARY MEETING

Monday, 20 June 2016

#### ATTENDANCE AND APOLOGIES

Committee (4):	Marc Dal Cortivo (President), Rebecca Reilly (Vice President), Emma Kate McGuirk (Public Officer), Mac McCann
Members (6):	Vicki Gwilliam, Jill Hayes, Ellen Laenen, Kylie Charlesworth, Alice Pommer, Georgina Thomsen
School (2):	John Manders, Kris McCreath
Apologies (5):	Craig Maconachie, Ed Brereton, Jason de Rooy, Alison Maconachie, Meg Ferguson

#### 1. WELCOME & APOLOGIES

- Marc opened the meeting, welcomed all members and noted apologies.
- In the absence of Ed, the Secretary, Emma Kate agreed to take minutes.

#### 2. MINUTES

- The minutes from the meeting of 16 May 2016 were accepted, including to be published online.

#### 3. COMMUNITY ACTIVITIES AND ENGAGEMENT

- **School Disco:** Those present acknowledged how successful the disco had been, noted the \$1,527.68 profit and asked for thanks to be conveyed to Anna for organising it.
- **School Fair:** Emma Kate tabled the revised Terms of Reference for the Fair Sub-Committee, which were endorsed by the meeting. Moved Alice Pommer/Seconded Rebecca Reilly. Emma Kate tabled a document for discussion and decision about a range of Fair matters. The meeting confirmed the Vision and Target Audience and agreed to the Sub-Committee's recommendations on stalls to continue and reintroduce. John said he would ask whether any teachers were interested in participating in the sponge throw. The meeting noted the Country Café would not be operating and resolved the Year 6s would be invited to help in pre-Fair preparations where relevant, but be free to participate fully in the Fair on the day. Given the offer of leafleting through the new signage sponsor, One Agency, the meeting decided not to allocate a separate marketing budget. A "Jackpot" style raffle was discussed, where the prize pool steadily grew, but there appears to be logistical issues related to this regarding the permit. Ideas that had been suggested by the

school community to have a Car Boot Sale and a Beer Stall were not supported. Additional stalls to be considered include a milk caravan and photo booth.

#### 4. SERVICES TO THE SCHOOL

- **Lunch order service/future of the canteen:** John confirmed his report from the last meeting and advised the lunch service that was being investigated was not suitable due to the burden it placed on school staff and the potential relationship management issues it posed. The meeting noted the difficulties with having a paid canteen manager and agreed any move in the future to have one, even if only for Fridays, would have to be a fully transparent process. A few “Red” lunches per term will be the limit of canteen activities for the foreseeable future, until other appropriate opportunities are identified.
- **Canteen Grant:** Marc reported that a fridge, microwave and BBQ had been purchased, as per the decision at the previous meeting, and the Canteen Grant of \$2,000 would be acquitted against these items.
- **Clothing Pool:** The meeting noted the written report and expressed concern about the high level of stock (\$41,392.10), especially considering most families would likely have made the bulk of their new winter purchases for the season. The P&C requested details of the upcoming stocktake be presented to the next P&C meeting and options for decreasing the stock of Year 6 Rugby jumpers (like the “package deal” that was done last year with the named T-Shirts) be considered.
- The committee agreed out-of-session (via email on 30 Jun) that Karen Carmody, who will be taking over as clothing pool manager as flagged during the May meeting, must be added as a signatory to the association’s clothing pool account and as a backup to the association’s general account.

#### 5. TREASURER’S REPORT

- Craig’s report was noted by the committee and spoken to briefly by Rebecca.

#### 6. FUNDRAISING

- **Election BBQ:** Emma Kate said everything was on track. Out-of-session Emma Kate reported that the BBQ was a success. Many people from the community volunteered, including Kris McCreath, and the sausages and cakes were sold out. Around 500 sausages, 90 egg and bacon rolls, and 70 steak sandwiches were sold on the day. The stall made a profit of \$1887.74 from \$2535.95 in takings and direct expenditure of \$748. (\$100 of this covered by donations of vouchers from Coles and Woolworths).
- **Trivia Night:** Emma Kate said a “save the date” for the Trivia Night on 26 August would go in the final two newsletters of the Term, with more information available in Term 3.
- **Yearbook:** Out-of-session (via email on 30 Jun) the committee accepted Greg Hall’s offer to continue to coordinate the yearbook with MSP Photography, who has offered a 20% discount if give return custom.

#### 7. BUSINESS ENGAGEMENT

- Mac reported she had an agreement with The Athlete's Foot and a note would be going in the newsletter to explain the deal and benefits to the school. She also mentioned she had gathered some Woolworths and Coles vouchers which could be used for the upcoming Election BBQ. In addition, Mac confirmed that Coles do offer a similar fundraising BBQ arrangement to what SupaBarn has in the past, however, the offering is limited to the use of their BBQ and a 20% discount on the sausages (rather than given for free as previously done by SupaBarn).

## 8. PRINCIPAL'S and SCHOOL BOARD'S REPORTS

- **P&C Donation:** John said the planning is completed for the Environment Centre works, which will be undertaken in the school holidays. Books have been purchased using the donation and John thanked the parent community for covering the books. He indicated the library was being well utilised and feedback from the students was positive.
- **School Reports:** These had been released, on time, in Week 8 for Parent Teacher Interviews in Week 9. John noted the new format has not been used and he was not sure yet what format would be used for Term 4.
- **Parent Teacher Interviews:** John noted the booking system appears to have worked well and he would appreciate feedback from parents.
- **Online NAPLAN:** The school has been nominated to trial online NAPLAN. The process for writing online is not yet clear. One of the benefits will be the speed at which results are available.
- **Carpark:** the new carpark was included in the recent ACT Budget. The next step is broader community consultation beyond Bilson Pl residents. Work should start later in the year to have the carpark ready for 2017.

## 9. OPEN MIC

- Information in the upcoming newsletter will highlight the Go Fund Me campaign for home modifications for a father at the school who recently had an accident and has become paralysed as a result. Out-of-session (via email on 24 Jun), the committee agreed to donate \$500 to the Go Fund Me campaign.
- There was discussion about the fact many parents appeared to be unaware of the upcoming excursion to the museum because it had been paid for earlier the year. John said a reminder had gone out in the App and he thought it was in the Calendar. He said he would ensure all electronic media were updated for excursions and it was made obvious via newsletters, but he was not supportive of paper notes going home for each excursion when it had been included in the payment plan.
- There was a discussion about the process that would be used in the event new programs, such as Safe Schools, be introduced into the school. John assured the P&C that should anything like this be considered, parents will be fully consulted prior to any introduction. There are no plans at the moment for any particular programs to be introduced into the school.
- **There was also a discussion about "Buddy Benches".** John indicated this approach was not supported as it was not consistent with the social and behaviour management practices of the school and research has indicated the drawbacks from such policies, such as lowering the resilience of children. He said he through the positive bases for learning identified by students, staff and parents earlier the year were a far stronger platform to support students who were struggling. John

indicated a new agreement that has been made with the Tuggeranong Child and Family Centre to support the school from 2017 with resources to assist parents and staff regarding children with anxiety or challenging behavioural issues.

- Following on from the discussion about children with anxiety or challenging behavioural issues and noting the parent and staff resource area in the new library, the **meeting decided to donate \$500 towards the school library for the purchase of books** on these matters. Moved Jill Hayes/Seconded Emma Kate McGuirk
- There was discussion about the paperwork for the voluntary contribution and the difficulty some families had with notifying whether their contribution was general or for the Library Trust. John noted this and said it would be clearer in future.
- The school's participation in community theme days, such as Clean Up Australia Day and Walk to School Day, was discussed. Georgina undertook to pull together a calendar of events for a future P&C meeting so potential activities could be discussed and selected.

## **10. P&C COUNCIL ACTIVITIES**

- Marc was unable to attend the 24 May meeting, but indicated there was a cyber-bullying presentation and discussion about the "Bring Your Own Devices" policy. John reiterated past discussions and said a BYOD policy would not be applied at the school and the focus would stay on ensuring good access to IT through school resources.

## **11. FORWARD SCHEDULE**

- The meeting decided that (while acknowledging links to the P&C Council's calendar) the proposed Term 3 dates for meetings did not seem convenient or appropriate for WHPS P&C business. The revised dates for Term 3 meetings are: Monday 25 July (Week 2) and Monday 12 September (Week 9).