

WANNIASSA HILLS PRIMARY SCHOOL P&C ASSOCIATION

MINUTES

ORDINARY MEETING

Monday, 11 May 2015

ATTENDANCE

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

Members: Anne Quinn, Anna Buesnel, Meaghan Ferguson, Tamara Haitsma, Mac McCann, Alison Maconachie, Jillian Hayes, Ruth Pratt, Alice Pommer, Heidi Kark, Marek Bilski and Michelle Bower.

Principal: John Manders

Apologies: Ed Brereton and Jenny Brereton.

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 March 2015 were accepted with nil changes.

2. CORRESPONDENCE AND MATTERS ARISING

- **Input to review of reporting school achievement:** Mr Manders explained Minister Birch had opened a consultation period on the new standardised school report. There was a link on the Government's website and Mr Manders undertook to advertise this through the newsletter.
- **Resignation of Canteen Manager:** Megan Bathie's resignation, with date of effect 24 April was noted. The matter of outstanding pay has been rectified.
- **Other Correspondence:** various fundraising notices were noted and set aside for the moment as the committee focuses on the fundraisers already on the calendar.

3. TREASURER'S REPORT

- The Treasurer tabled a report providing the bank account reconciliation and the balance sheet, with a closing bank balance of \$18,640.11.
- He noted the school donation of \$16,500 has been made and there has been good progress made on the purchases (Mr Manders to address in his report).
- Craig indicated he would hold off on completing the insurance return until a decision was made about the canteen.

4. ASSOCIATION SERVICES TO THE SCHOOL COMMUNITY

- **Canteen Treasurer's Report:** A written report was tabled, indicating a bank balance of \$4,874.24. A stocktake had been undertaken at the beginning of the term to ascertain the use by dates of stock. There were a few consumables that needed to be thrown out, such as vegie nuggets, but most will be able to be sold at the school disco. The meeting asked Greg to establish what the first term loss had been.
- **Canteen Operations:** to be discussed at next agenda item.
- **Clothing pool manager's report:** a written report was tabled showing a closing balance of \$11,030.45, with outstanding invoice of \$2,406.91. Long sleeve blue polo shirts have come in and are proving popular.

5. FUTURE OF THE CANTEEN

- There was a free ranging discussion about this topic. While there was a strong feeling from the group that some sort of food service should be available to the school, there were wide differences about what this should be.
- The report from Jo Gardner about canteen operations was not yet available. Marc undertook to discuss this with her, hoping to have it available for the next meeting.
- An outsourced model was discussed, but there was concern about the volume not being significant enough to drive a profitable model for a commercial entity.
- The meeting agreed that regardless of whether a future manager was a parent or not, in the event there was a new manager, the employment arrangement would need to be more structured with a stronger contract. There was general concern about the level of knowledge of legislation and workplace relations information now required to manage the canteen.
- The meeting resolved to send out a survey to parents proposing three options – close the canteen, continue (either outsourced or with canteen manager) or operate in reduced or ad hoc capacity. However, this survey will not be released until there was data available about canteen usage for lunches verses ad hoc purchases, the first term loss and the profit margins on food. Greg undertook to have this information available for the next meeting.

- Former members of the canteen sub-committee undertook to organise a special school lunch day to coincide with a uniform free day later in the term - likely to be Friday 19 June. This is not specifically a fundraiser.

6. COUNTRY FAIR SUB-COMMITTEE

- It was agreed a sub-committee meeting would be held at Emma Kate's house in the coming weeks, to be advertised through the school newsletter. The meeting would provide a report back to the next P&C meeting.

7. OTHER FUNDRAISING

- The **Mother's Day Stall** had taken around \$2,447 in sales, which was in line with last year's sales. The exact profit is still to be determined.
- Anna Buesnel said the **disco** organisation was under control. There would be no pre-food orders, with leftover canteen goods advertised in the flyer and sold on the night. The only pre-purchase she was planning on making were glow sticks.
- Emma Kate indicated flyers for the **Trivia Night** on 20 June would be coming home shortly.

8. PRINCIPAL / BOARD REPORT

- Mr Manders said the IEC had been handed back to the school and the defect list was currently being worked through. The fulfilment of the make-good clause on the grounds was a point of contention.
- The fencing is completed and then cages have been removed from the junior area.
- Some classrooms and corridors have new carpet, but there was not the funding for the rest of the school. Hopefully, this will come in the following year's capital budget.
- Purchases in line with the P&C donation are going well, with the artificial grass installed, sports equipment purchased and tanbark in place. The microscopes are still to be sourced and competitive quotes for the cupboards are being called for. The marquee is being ordered, as are the books.
- As a follow-up to the literary workshop attended by teachers in the previous holidays, Mr Manders will publish recommended reading lists in the newsletter.
- Mr Manders thanked the pre-school parents for their efforts in the working bees to fix the gardens.
- Nominations for the student parliament have been made, with children learning about the roles. Year Six will be leading the initiative.
- The reporting process has started with teachers currently moderating work samples. Mr Manders circulated an overview brochure put together for parents to explain the process. Reports would be out in Week 8, with interviews in Week 9.

- Erindale College students are becoming involved with the school - psychology students and sports coaching students will be supporting school activities.
- Recruitment is underway for a Yerra teacher and office manager.
- The Chromebooks being trialled by Years 4 & 5 (discussed at the previous meeting) will likely be the technology solution in place of the bring your own device policy which was examined and rejected due to equity issues.

9. P&C COUNCIL

- Marc Dal Cortivo reported there were no issues of significance for the school at the previous meeting. The next meeting was to be 26 May.

9. OTHER BUSINESS

- The coordination of the Year Book was discussed. Mr Manders indicated he understood Jo Comber was preparing photos and pre-preparing pages. Anna Buesnel undertook to contact Jody Davies to determine her interest in coordinating again.

The meeting closed at 8:35pm.

Next meeting:

Term 2, Week 8 – Monday, 15 Jun