

Minutes

P & C Meeting

1st September 2015

7pm School Library

Meeting Opened:- 7.06pm

Present: Verconia Hazell, Margaret Carey, Jen Bell, Ken Schaefer, Lisa Griffiths, Kelly Nealon, Helen Carpenter, Keryl McCann, Tristen Matthews, Carly Brown, Kath Holz, Sonja Cotter

Apologies:- Nil Moved: Kath Holz Accepted: Tristen Matthews

Amendments to Previous Minutes:- Nil

Previous Minutes Accepted as True and Correct: Moved: Sonja Cotter Accepted: Lisa Griffiths

4. Matters Arising:- 4.1 Teachers Gifts:- Helen ordered from EDUQuip QTY25 Carafes after emailing and receiving replies from members. The Carafes will have royal/sky blue school emblem.

4.2 Amount for Covered area estimate of funds available:- Estimates from Helen and Lisa were presented to the meeting. With a decision to place \$45,000 into a fixed term for capital works. Money is to be taken from all account but the Uniform and the LSL Fixed term. Estimate sheets attached, without the changes.

MOTION:- That the committee allocated \$45K to be held in a fixed term deposit for the best short term interest rate for the purpose of Capital Works. This is to be done when we move accounts.

Moved Lisa Griffiths Seconded: Jen Bell ALL IN FAVOUR

4.3 Teachers wish list for 2015- Margaret presented the Teachers Wish List to the meeting. Wish List attached. Meeting moved that we fund the first part of the Wish List that being for the Sporting Equipment and Accessories listed, and that we will look at the Second part of the wish list once pricing has been gained and presented at the next meeting. Amount Funded was \$1700.

Moved:- Sonja Cotter Seconded:- Tristen Matthews ALL IN FAVOUR

5. Correspondence In: P & C Media release re election
Artwork approval for Carafes teacher's gifts
Letter from Grenfell Sesquicentenary Committee

6. Correspondence Out: Mintues and Reports
Emails to School & Magaret
Approval of artwork for carafes

Correspondence IN and OUT:- Accepted: Lisa Griffths Seconded:- Sonja Cotter

7. Fundraising Report: No Meeting
Amanda Livingstone is going to be the Festival Queen for 2016
Fathers Day Raffle:- Still looking for people for next Friday 4th Sept to sell tickets. So far raised \$160 to date but the prizes have not cost us anything.
8. Year 12 Farewell:- Everything progressing well.

Cakes we can have a 14 x 14 feeds 100 people for \$130 for 2
Or 11 x 11 feed 60 people for \$110 for 2.
Meeting passed with everyone in FAVOUR that we order 2 14 x 14 cakes at \$130 for the two. Jen Bell to contact and organize with Sharon Bradtke.
9. Uniform Report:-Uniform Samples should be in School 17th September. Margaret Carey stated she will contact committee first week back next term to look at Samples.
10. Canteen Report and Canteen Treasurers Report:- No Meeting, Report Attached
11. Treasurers Report:- Report Attached
12. Principals Report:- Report Attached

All Reports and Cheques Ratified Moved:Kath Holz

Accepted:-Jen Bell

ALL IN FAVOUR

13. General Business 13.1 Bendigo Bank & NAB: Meeting discussed the positive and negatives of each Bank and which is the better bank to go to with the information provided to the meeting by each bank. Information on File with Secretary.

CARLY BROWN PRESIDENT ASKED FOR A SHOW OF HANDS as a vote.

NATIONAL AUSTRALIA BANK:- Nil

BENDIGO BANK:-10

MOTION:- COMMITTEE IS UNANIMOUS THAT ALL WORKING ACCOUNTS AND FIXED TERM ACCOUNTS BE MOVED TO THE BENDIGO BANK. LISA GRIFFTHS AS THE TREASURER/PUBLIC OFFICER AND CARLY BROWN AS THE PRESIDENT ARE TO CONFIRM WITH THE BENDIGO BANK WHAT IS REQUIRED AND ACTION THE OPENING AND TRANSFERRING OF MONEY FROM THE WESTPAC TO THE BENDIGO. THEY ARE ALSO TO INFORM AND CLOSE THE ACCOUNTS WITH THE WESTPAC BANK.

MOVED:-KATH HOLZ SECONDED:-JEN BELL ALL IN FAVOUR

MOTION 2.:- AT THIS TIME LISA GRIFFTHS AND CARLY BROWN ARE ALSO TO OPEN UP A FIXED TERM ACCOUNT AND MOVE THE MONEY AS DISCUSSED AND DECIDED BY THE COMMITTEE AND FORM AN ACCOUNT TO BE KNOWN AS "CAPITAL WORKS" FIXED TERM. WITH A DEPOSIT FIGURE OF \$45k.

MOVED:-KELLY NEALONSECONDED:-VERCONICA HAZELL ALL IN FAVOUR

13.2 Social Media Policy

Helen spoke about the Social Media Policy and suggested that we consider starting a Facebook page with the view of engaging more and different parents.

Meeting decided that a trial for 6 months be appreciate, and that Carly Brown and Helen Carpenter Administer in keeping within Federation guidelines. Meeting also decided that the content be kept to a minimum to start. ie Events

Carly Brown and Margaret Carey signed the Social Media Policy – to be kept with Secretary.

13.3 Nominal donation to families whose children make it to State

Helen put forward the following idea which was part of feedback from the P & C Forum in Forbes.

MOTION:- THAT FROM 2016 ANY STUDENT WHO RECEIVES STATE SELECTION BE GIVEN A NOMINAL TOKEN DONATION BY THE P&C OF \$50 TO HELP PARENTS WITH THE COSTS ASSOCIATED.

WESTERN UNIFORM

TRAVEL

MEALS

FUEL

ACCOMODATION

THIS IS TO BE CAPPED AT \$200 PER FAMILY A YEAR. TO BE INCLUDED IN "STATE SELECTION" WOULD ALSO BE SCHOOL SPECTULAR OR OTHER ONE OFF OCCASIONS, THESE WOULD BE ACCESSED ON MERIT. TEAMS TO BE ACCESSED SEPERATLEY. EACH STUDENT WOULD BE GIVEN A CONGRATULATIONS CERTIFICATE FROM THE P&C AND THE CHEQUES WOULD BE MADE PAYABLE TO THE PARENTS. SCHOOL TO NOTIFY SECRETARY AND THEY ORGANISE.

MOVED:-LISA GRIFFTHS SECONDED TRISTEN MATTHEWS ALL IN FAVOUR

13.4 AUS Key need to nominate and Elect Lisa Griffith as Public Officer as well as Treasurer. Also have it noted that from this

point forward to person who is elected Treasurer also becomes Public Officer and the position at AGM be advertised as Treasurer/Public Officer

LISA HAS HELD THE POSITION OF TREASURER SINCE THE AGM IN MARCH THIS POSITION IS TO BE NOW KNOWN AS THE TREASURER/PUBLIC OFFICER.

LISA IS NOMINATED FOR THE POSITION BY HELEN CARPENTER AND ACCEPTED THE NOMINATION. SECONDED BY JEN BELL WITH ALL IN FAVOUR.

13.5 Possibility of hosting a Sesquicentenary Event (Letter from committee)- THIS IS HELD OVER TO NEXT MEETING WITH HELEN TO WRITE A LETTER TO THAT FACT.

13.6 Merit Panel- Margaret asked that the committee provide a name of a person interested or one of those already trained to be on the Merit Selection Panel for the DP position. Helen Carpenter expressed an interest.

Helen Carpenter accepted the nomination by Ken Schafer and Seconded by Lisa Griffiths, with ALL IN FAVOUR that she undertake the training and be on the panel.

The P & C Would then have 4 members of the Parent community trained for Merit Selection Panels. Those being Beth Knight, Tim Fowler, Dean Hazel and Helen Carpenter.

14 Close:-9pm

15. Next Meeting:- 6th October at 7pm