

## General Meeting Minutes

**Date:** 22<sup>nd</sup> October 2019  
**Opened:** 7:40 pm  
**Present:** Danette Gale, Trish Nixon, Shannon Allen, Prue Adams, Jodie Hinds, Helen Schmetzer, Kyle Bryant, Bridget Simpson, Vicki Allan, Amanda Yeo, Andrew Schmetzer

**Apologies:** Megan Elliott-Rudder, Bronwyn Lawrence, Jo-Anne Strader

**Minutes of previous meeting:** **Motion:** The previous minutes are accepted as a true record.  
**Moved:** Shannon Allen  
**Seconded:** Amanda Yeo  
**Passed**

- Business Arising from previous minutes:**
- *Uniform Shop : the school will speak with Lowes about continuing to stock uniforms*
    - *To provide link on app and website with the addition that items will not be available until January 2020*
    - *Photos to be taken to be used for advertisements for the uniform shop*
    - *Notice was placed in the newsletter for year 7s*
    - *Notice to also go on a flyer when the KHS visits primary schools*
  - *Tied Grants : no further grants to add to list*
    - *Mr Bryant to look at prioritising requests*
  - *BYOD : to send a letter to JB Hi Fi, Harvey Norman and the Good Guys about arranging a deal on devices for the school. To look at receiving vouchers which can be used as prizes at open day or in a raffle. To aim to have for next meeting.*
  - *Open Day : Ms Raz Teakel looking at helping direct the Open Day*
    - *Co-ordinating the Open Day between the three Public High Schools*
    - *Proposed date will be early Term 1*
    - *Note to ask Lisa, Kim, E.J given their current links with primary schools*
    - *Jodie Hinds happy to be the liaison with Raz*

**Correspondence In:**

- NSW P&C Federation E-Bulletin Term 3 Holiday Edition <https://www.pandc.org.au/forms/ebulletins/2019E-BT3Hol.pdf>
- Honeywell Engineering Assistance Request by YP.  
Suggestion to contact SRC

**Motion :** *Due to our current financial position, the P&C is unable to assist the funding at this point in time.*  
**Moved :** Shannon Allen

# KOORINGAL HIGH SCHOOL P & C ASSOCIATION

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**Seconded :** Amanda Yeo

**Passed**

- Parent & Citizen Magazine

**Correspondence Out:** • Letter to parents : re : uniform shop

**Treasurer Report:** Treasurer report was not presented.

**Canteen Report:** Canteen report presented by Jodie Hinds as per attachment.

Comments:

Canteen Committee is trialling ½ hour unpaid breaks and 10 minute paid breaks to become more compliant with Fair Work

**Motion:** The Canteen report be accepted.

**Moved:** Prue Adams

**Seconded:** Danette Gale

**Passed**

**Principal's Report:** Presented by Mr Bryant

- School sign has been erected but not operational but hopefully will be working in the next week or so
- Gym is undergoing maintenance
- Positions being advertised this term
  - Deputy Principal
  - Head Teacher Welfare
  - Language Teacher
- HSC underway. Concern was raised about the noise transmission from works into the rooms used for the HSC but students confirm that this is minimal.

**General Business:**

- Electronic Device Policy
  - Has been through staff discussion and feedback
  - Children will be educated on the policy during mind matters.
  - Aligns with PB4L
  - Suggested children look at the SBS series "The Hunting"
  - Concern raised about the clarity in the document of the consequences of the inappropriate videoing of events at school eg fights. Document will be modified appropriately.
- Mrs Schmetzer provided examples of the badges that the P&C purchased.
- Christmas Party
  - Options discussed. Will clarify in the next week. Will aim for 6:30pm start.

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- Gifts for Canteen Staff
  - Discussed gifts and agreement made that this will happen again this year.
  - Amounts have been passed and will be mentioned in the final meeting minutes for the year

**Motion :** *Gifts to the canteen staff be given as provided by the treasurer as discussed and agreed upon at this meeting*

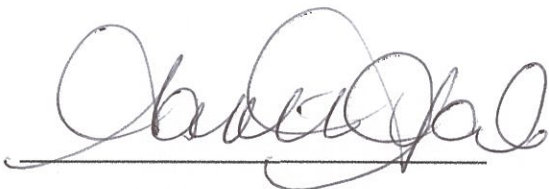
**Moved :** Trish Nixon

**Seconded :** Amanda Yeo

**Passed**
- Letters of gratitude for assistance during the year
  - Jodie to get the names of the volunteers by next meeting so a card of gratitude can be sent at the end of the year

Meeting closed @ 21:15

Next Meeting 26<sup>th</sup> November 2019 at 6:30pm.



President – Danette Gale



Secretary – Trish Nixon