

KOORINGAL HIGH SCHOOL P & C MEETING

General Meeting Minutes

Date: 24 May 2016

Opened: 7.30pm

Present: Julie Bailey, Chris Davies, Melinda Tom, Fiona Hawkins, Jennie Meiklejohn, Vicki Allan, Megan Elliott-Rudder, Jo-Anne Strader, Jennifer Bannister, Kelli Lange, Danette Gale, Amanda Yeo, Sandra Bertoldi, Sharon Regan, Brad Addison, Lisa Addison, Trish Nixon, Margaret Selvey

Apologies: Ainsley Wolter, Sharon McLay

Minutes of previous meeting: One adjustment of previous minutes:
Completed the sentence: The KHS Principal position was offered to Janine McGrath who unfortunately has accepted a more senior position elsewhere instead, so the position will be re advertised.

Motion: Minutes of the previous meeting are accepted with the above changes

Moved: Amanda Yeo

Seconded: Danette Gale

Business Arising from previous minutes:

Action: The P&C president will confirm with the canteen treasurer the use of the debit card for the canteen.

The treasurer confirmed the debit visa card is limited in amount available – it is common practice for other P&C's to use this system for expenditure on small amounts.

Action: Julie to contact KHS Office and organise for the notification to be placed on the Facebook page and in The Ziegler that the P&C are discussing uniform changes at the next meeting on the 24th May 2016 and that all are welcome.

This was done.

Action: Danette Gale to contact and find out all the information required re the Cookie Dough fundraiser and mail out to all the P&C Committee Members.

Danette brought all the information to the current meeting for further discussion

Action: The Acting Principal will talk to the grounds keeper and have the weeds sprayed along the footpath on Ziegler Avenue.

The Acting Principal assumes that this has been done but will check tomorrow when he is back at work

Items carried over for next meeting:

Discussed having a BBQ while the Parent and Teacher Interviews are on: we could use the school BBQ and utilise the canteen fridge

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Action: deferred to next meeting

To have an Advertisement placed in The Ziegler and on the KHS Facebook page to see if anyone is willing to host a Garden Day

Action: deferred to next meeting

Amanda Yeo re Life Membership for Dan Bedgood

Action: deferred to next meeting

Correspondence In:

Email from Sharon McLay attaching a copy of the building fund letter and the list of businesses that have been sent letters. The building fund letter will be put on the Facebook page and in The Ziegler – making sure that there is an email option for receipts to be sent out to save on postage.

Adams Kenneally White invoice and statement for the Audit and Preparation of the Financial Statements for the year ended 31st December 2015

An email from the Australian Charities and Not-for-Profits Commission confirming that our 2014 Annual Information Statement has been submitted.

A copy of the Parent and Citizen Magazine for Term 2, 2016 Vol 68

Correspondence Out:

Nil correspondence out

Treasurer Report:

The canteen have donated \$10,000.00

Our current closing balance is \$18,870.41 as at 23rd May 2016.

We now have enough to contribute back to the school in the amount of \$9500.00 as partial payment of the tied grants.

A copy of the Treasurers report is attached

Motion: That the Treasurers report be accepted

Moved: Sandra Bertoldi

Seconded: Jennifer Bannister

Canteen Report:

No canteen report was received as they haven't had a canteen meeting since our last P&C meeting. Their next meeting is on 2nd June 2016.

Principal's Report:

Naplan – completed and most students applied themselves

Elevate – once again a lot of positive comments from the student body.

The parent information session was well supported with about 50 parents in attendance – this was in conjunction WWHS. KHS is covering the cost of Elevate this year.

School Production in full swing and tickets are selling fast

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V8Racing visit – which will discuss life choices and how to make them for years 8 and 9

External validation – which looks at the excellence framework. Head Teachers assess where we are sitting against this framework – then two visiting Principals visit and judge what we have done and how it links to the school plan

P&C Building Fund – distribution of letters will be done via mail to Business houses plus put on the KHS Facebook page and The Ziegler. – to save on the cost of postage, with receipts to be sent by email

Cancer Council Relay for Life awarded to KHS for best team \$3000.00 was received. This will be spent on a smart TV for the Library as well as a TV and Camera for the PAV

Selective School Process will be completed on the 6th May 2016, thanks to Jo-Anne Strader for being parent rep in this process.

Year 6 – Year 7 2017 Out of Zone Applications Round 1
Needed for this is: Principal, Teacher rep and a Parent rep – Melinda Tom and Amanda Yeo advised that they would be available to assist.

Staffing:

Principal's position – Interviews will be held before the end of term, but the start date is still unknown.

Head Science Teacher – Parent rep is required – Jennifer Bannister said that she would be available

Student Support Teacher – Parent rep is required – Brad Addison is happy to assist with this interview.

KHS is currently short on casuals and we are struggling to cover classes on some days. KHS is trying its best to fill these positions but it seems to be a regional issue.

Mr Ireland is due back for Term 3. Who will be Acting Principal in Term 3 will be discussed with the Director on Mr Irelands return.

General Business:

Uniform Discussion

The Uniform concerns were listed by Sharon Regan which opened the uniform discussion:

Gold polo top quality

Brown screen printing logo

Quality of product – tops and pants

Two uniforms – but students mainly wear the sports uniform

Warmth of the rugby jacket and spray jacket

Too many pieces of uniform – no uniformity

Rep sports clothing ie Riverina Black Jacket

Shirts – mark easily and can be see through

Colours on the girls skirts

Formal occasions, variety of uniform – therefore no uniformity

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Cost
Supplier
Students are cold
Concerns of quality and sizing at Lowes.

Action: for Sharon to have samples made up in sports shirts and polo's for the next meeting.

Action: Sharon to ask Lowes if we can line (polar fleece) the rugby jumper

Action: Sharon to liaise with KHS staff and SRS for their opinion as well

Voting on uniform samples will happen at the next P&C meeting.

Moved: Megan Elliott-Rudder
Seconded: Jennifer Bannister.

Cookie Dough Fundraiser

We are considering running a cookie dough fundraiser at KHS.

Two weeks' notice is needed for the company from order to delivery

We will make a profit of \$3.50 per tub,

We will need to promote this heavily via the Facebook page, and The Ziegler, plus we will have a hand out for all students to take home

We will encourage orders via online but understand that some cash

orders may come in

The cookie dough arrives on a Thursday frozen and will need to be distributed from the school.

We will need to set up an online account.

As production is on this term, we will defer the fundraiser until Term 3, so that we are not pressured.

Action: Billy G's Gourmet Cookie and Biscuit Dough fundraiser will be run in Term 3

Action: The secretary to set up KHS an account ready for on-line ordering.

Moved: Megan Elliott-Rudder
Seconded: Danette Gale

Jennifer Bannister raised the issue of having somewhere for the kids to go when they arrive to school at 8.30am - lately the Library hasn't been open due to the Teacher being away – Jennifer was wondering if there was any alternative.

Acting Principal Chris Davies advised that there was not – Seniors have their own area but for year 10 and below the Library is the only option. Unfortunately if the Library teacher is away there is no-one else to open the Library –Mr Davies assured us that the Library not opening doesn't happen often.

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Year 12 Formal will be held in November 2016 at the Beer Deluxe – at a date to be confirmed.


Action: Progress of the covered outdoor learning area/shelter to be presented by the Acting Principal at the next meeting – where it is up to.

Moved: Megan Elliott-Rudder


Seconded: Jennifer Bannister

Meeting closed at 9.10pm

Next Meeting to be held: Tuesday 28 June 2016 @ 7.30pm



President – Megan Elliott-Rudder



Secretary – Julie Bailey