

*General Meeting Minutes*

- Date:** 28th February 2017  
**Opened:** 2040  
**Present:** Megan Elliott-Rudder, Norman Meader, Nim Weerakoon, Dana McLay, Jo-Anne Strader, Sandra Bertoldi, Danette Gale, Amanda Yeo, Dave Waterman, Kathleen Trenaman, Lisa Addison, Trish Nixon, Sharon McLay  
**Apologies:** Melinda Tom, Derek Keir, Julie Bailey
- Minutes of previous meeting:** **Motion:** The previous minutes are accepted as a true record.  
**Moved:** Megan Elliot-Rudder  
**Seconded:** Sharon McLay  
**Passed**
- Business Arising from previous minutes:**
- *Community Grants*  
Derek Keir will speak about this  
Deferred until next meeting when Derek Keir present
  - *Canteen Volunteer Contact Information*  
P&C agreed to write to canteen volunteers and thank them for their hard work for the last 12 months but we do not have a full list yet.  
Norman requested that the front office should have a full list of contact details for all regular volunteers at the school as part of their duty of care.  
A formal letter from the school will be sent to Amanda requesting contact information. Contact information to include name, phone number, email address, next of kin and their phone number.  
Sandra to send all the contact details she has for all canteen volunteers for 2017.
  - *Year 9 Naplan Changes : All students wanting to sit the HSC need to reach the band 8 level of reading, writing and numeracy.*  
Norman wants to seek clarification on some points prior to briefing the year 9 students and their parents on the changes. He suggested talking with the P&C Federation for any information they know about the changes. Sharon will ring them seeking their understanding
  - *The Wearing of Representative Sporting Clothing to School*  
Megan requested that the school develop a draft policy on this subject. Referred back to the voting last year which suggested that if Representative Clothing is worn then it should only be permitted on sporting days. The need for this clothing should be minimised by the warmer clothes being phased in this year. The P&C wishes the school to enforce the school dress code. This needs to be communicated to all staff.  
Consideration to putting the requirement of abiding by the school uniform to be placed on the bottom of all school permission notes.

## KOORINGAL HIGH SCHOOL P & C MEETING

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Sharon Reagan to discuss with students and teachers. As a result further discussion was adjourned to the next meeting.

- Correspondence In:**
- Letter from P&C Federation Board advising of upcoming elections that will be taking place for casual vacancies. There is one Councillor and one Delegate Position for the Riverina. For more information contact Megan.
  - Letter from P&C Federation thanking us for the work we are doing on behalf of Public Education.
  - Email from Jennifer Bannister the 2016 KHS Vice President informing us she wished to resign from her role as Vice President. Her children have now all finished High School.

- Correspondence Out:**
- Nil

**Treasurer Report:**

Treasurer report presented as per attachment.

**Comments:**

Received \$10,000 from canteen in early February after their latest meeting

Canteen still suggesting they will be able to make a \$40,000 contribution again to the P&C

Tied grants to teachers : specified for specific expenditure. Has been the same for years. Currently about \$28 000 on specific items eg Band, library, technology, uniforms, grants

Norman – requesting that the school determines what its needs are and then asks the P&C for permission to use their grant on those determined items.

Will start with pre commitment of \$30 000 for 2017 for the tied grants. School finance committee will report back to us next meeting with preferred expenditure items for discussion

**Motion :** To have the school finance committee determine the ranked needs of the school for the tied grants

**Moved:** Megan Elliott-Rudder

**Seconded:** Danette Gale

**Passed**

**Motion:** The Treasurers report be accepted and all payments confirmed.

**Moved:** Megan Elliott-Rudder

**Seconded:** Sharon McLay

**Passed**



## KOORINGAL HIGH SCHOOL P & C MEETING

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### **Canteen Report:**

Canteen report presented as per attachment.

Comments:

Tabled by Sandra from their meeting held on the 16<sup>th</sup> February 2017.

Started Health Canteen

- Needs more paid employees as a result. They will work out the cost at their next meeting.

Noted success of introduction of EFTPOS machine

Averaging daily \$1400 daily and \$1800 on Fridays

Amanda applying for cool room grants in order to get food off the floor and onto shelves according to the Food Premises

Assessment Report

Seeking clarification from the P&C whether all canteen members need to be paid members of the P&C. Sharon McLay to ring the P&C Federation to seek clarification on this issue.

**Motion:** The Canteen report be accepted and all payments confirmed.

**Moved:** Megan Elliott-Rudder

**Seconded:** Jo-Anne Strader

**Passed**

### **Principal's Report:**

- Noted the incorrect date at the top of the report. Should be corrected to February 28, 2017.
- Congratulated year 12 2016 who scored 36 Band 6 results and a further 16 from 2015 from accelerated students.
- Transition of the School's Strategic Plan. Currently in process of evaluating milestones and generating a new plan for the years 2018-2020
- Major focus currently is on literacy as suggested from analysis of NAPLAN results. Each child to have a school diary and get their teacher's to mark of the completion of various competencies.
- Evaluating selective stream preparation and assessment. School is providing more time for preparation for teachers.
- Cola Completed with acknowledgement of the help of the financial support from the P&C
- 4 Science labs currently undergoing refurbishment.
- Employment of new staff required in 5 areas
  - TAS
  - Science
  - Visual Arts
  - Deputy Principal
  - School Counsellor

# KOORINGAL HIGH SCHOOL P & C MEETING

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**General  
Business:**

- Year 12 Photos for 2016
  - Cost was higher than projected
  - Quality was poor
  - Group Photo layout was poor

Selected each year by the year adviser.

Suggested that the exploration for a photographer for the year 12 formal for 2017 be wider.

- Uniform
  - Polo Shirts  
Good uptake of the polo shirts  
Delay in the shipping of these shirts noted.  
Parental patience with the purchasing of the shirts noted.  
Supply is now available  
Manufacturer is China but was Australia previously.  
Concern about the holding shape and fabric resilience.
  - Blouse sample in heavier fabric coming in this week
  - Sublimated rugby jumper and jackets to be available for the start of winter. Miltons notified not to order in more stock. Same colour

**Meeting Closed : 2150**

**Next Meeting : 28<sup>th</sup> March 2017**



President – Megan Elliott-Rudder



Secretary – Trish Nixon