

KOORINGAL HIGH SCHOOL P & C MEETING

General Meeting Minutes

Date: Tuesday 28th March, 2017
Opened: 7:35 pm
Present: Lisa Addison, Norman Meader, Megan Elliott-Rudder, Danette Gale, Amanda Yeo, Sandra Bertoldi, Derek Keir, Amanda Reid, Julie Studeman, Dana McLay, Sharon McLay

Apologies: Jo-Anne Strader, Megan Foster

Minutes of previous meeting:

Motion: The previous minutes are accepted as a true record.

Moved: Megan Elliott-Rudder

Seconded: Lisa Addison

Passed

Business Arising from previous minutes:

- *The Canteen agreed to write to their volunteers thanking them for their work.*
 - *Action : Julie Bailey to contact her friend about formatting appreciation certificates*
- *Norman to get contact details of all staff employed/ volunteering at the canteen.*
 - *Action : To transfer this task to Sandra Bertoldi*
- *Sharon McLay to contact P&C Federation*
 - *To find their Position Statement re Naplan Changes on the minimum high school literacy and numeracy standard*
 - *She was informed that all people under the banner of the P&C need to be a paid financial member*
 - *Action : Sandra Bertoldi to get contact details of all volunteers and paid staff on canteen and also become paid members of the P&C before the next meeting*
- *Tied Grants Content :*
 - *School finance committee has not yet met to decide on the tied grants.*
 - *Action : Carried to next meeting.*
- *Sports Clothing Policy : Feedback from students and teachers*

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- *Sharon Reagan is going to collect feedback from students and teachers.*
- *Julie Studeman noted the delay in the arrival of the new school jumpers to Lowes. Concerned about not being able to purchase them yet and it starting to be cold.*
- *Action : Norman Meader to chase this up with Sharon Reagan by next P&C Meeting.*

Correspondence

In:

- 1. Parents and Citizen Magazine
 2. Rosie Battie, former Australian of the Year, is coming to Wagga in May and nominating year 11 students by the 20th March.
 3. P&C and Canteen Financial Statements sent this morning in full
 4. Letter from MedEntry : wanting to know if any year 12 students wanting to be prepped for med exams
 5. Australian Fundraising Specialists : wanting to know if we wanted a cookie dough fundraiser
 6. Media Release from P&C Federation. 1st March P&C Day. Thanking P&Cs for all the work they do for their schools.

Correspondence

Out:

- Nil

Treasurer

Report:

Treasurer report presented as per attachment.

Comments:

Not able to be printed. Accepting of the treasurer's report deferred to the next meeting. Secretary to send report in with general minutes.

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Canteen Report:

Comments:

See Special Meeting Minutes for the Canteen Committee held 16th March 2017

(Canteen report presented as per attachment)

Tabled by Amanda Reid and Sandra Bertoldi

Read by Megan Elliott-Rudder

Mentions :

Overtime Amanda Reid is currently undertaking Extra paid workers to meet requirements of the new Healthy Eating plan for the canteen.

At the current situation they are going to explore avenues for staffing

Additional staffing requirements extra ~\$14000 a year.

There was no regular canteen committee meeting since the last P&C meeting.

Motion: *That we ratify the request of the Canteen Committee to approve up to 64 paid hours per week to operate the canteen to be used flexibly as directed by the canteen manager.*

Moved: Megan Elliott-Rudder

Seconded: Sharon McLay

Passed

Principal's Report:

- Tabled and read by Norman Meader (*see attached*)
 - Wellbeing. 1st point should read :
" continued employment of the Student Support Officer (SSO)"
- Home School Liaison Officer (HSLO) is now being able to be accessed. Allows for truanting students to be followed up in order to get them to school

General Business:

1. Amanda brought samples from the Healthy Eating menu she is introducing slowly into the canteen menu this year. Being taken up well eg salad, fruit cups. The required hours to make items from this menu is labour intensive and due to the drop in volunteers recently will require extra paid workers up to 12 hours that week. Over the last 2 weeks, she has had no volunteers, when she struggles to prepare the menu items. The students can help serve but not in the preparation. Amanda, thus has been spending lots of time after hours to try and complete the requirements for the menu. Canteen having an information night on healthy canteens Australia. They are being told that they have to follow this guideline but they do not have the facilities to be able to put forth the menu – either in manpower or equipment.

Cool room shelving has been approved and quotes been obtained ~\$1300 (less than the projected \$2000)

Will lose a lot of her freezers as she is not allowed to sell Streets Items anymore and so the freezers will go.

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Bottom line not going to be affected as the cost of labour will be met with the savings from not having packaged foods.

Now having 50 lunch orders per day and so the students can help hand them out.

Thanking Amanda for her food presentation.

Motion : *That P&C support Amanda's request for the purchase of a thermomix for the canteen*

Moved : Amanda Yeo

Seconded : Danette Gale

Passed – unanimously!

Other items for consideration for resourcing the canteen include but are not restricted to :

1. Upright freezer ~\$7000
2. Electric Wok
3. Second Sandwich Press
4. Knives
5. Chopping boards
6. Storage Containers
7. Electric Grill

Motion : *That we support the canteen manager purchasing required canteen equipment up to the cost of \$500 in addition to the thermomix.*

Moved : Danette Gale

Seconded : Amanda Yeo

Passed

Action : Amanda Reid to email Amanda Yeo about quotes for meat required for the canteen

2. Megan Elliott-Rudder brought up the minimum standards in Naplan. Norman is happy to answer questions on this subject. Nicki Cox is running Naplan this year. She has already discussed the changes with year 9. She will also be discussing the changes with the entire year next week after assembly.

The media has led people believe that if you do not achieve 3 band eights in year 9 you cannot sit the HSC. However, this is not quite the full story. Band 8 in Naplan is equivalent to the minimum literacy and numeracy standard. If you get 3 band 8s or more you automatically can go and sit your HSC in year 12. If you don't achieve this level, then you can sit online tests from from year 9 to up to 5 years after you begin your first HSC course in order to be given your HSC.

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A question was raised about the possibility of a parent meeting about the changes at the next P&C Meeting. But, next meeting is May 23, after Naplan. Decision was to leave the school with its current education on the minimum literacy and numeracy standards.

3. Consider the change of auditor given the current difficulties obtaining auditor's report.

To be deferred to next meeting

4. Frequency of meeting in alternative venue to enable social gatherings with alcohol following the meeting.

Deferred to next meeting

5. School Photos. Feedback was that the taking of the photos was poor. Norman to feed this back to the staff responsible for choosing the photographer

6. Requesting of the P&C pigeon hole. Norman will look at creating one.

7. Derek on school grants. Asked Norman for specific items of focus for the funding grants. Derek to look into whether he can get a grant for the upright glass door freezer needed by the canteen. Derek to talk directly with Amanda Reid about doing this.

Norman to go to teachers and ask for requests and proposals that Derek can then chase up for the possibility of receiving grants.

9. Receipts from KHS have the name of the previous principal. This to be changed. Admin to look at this.

10. Derek Keir and Julie Studeman now paid members of the P&C.

11. Megan looked at the P&C Website. Discussed the e-bulletin. Has links to further information on year 9 Minimum Standards. Schools plus will fund certain schools. Require certain requirements to be met first. May be an avenue to explore for alternative school funding. Closing date next week. Norman to consider this for next year.

Meeting Closed : 2138

Next Meeting 23rd May 2017.

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President – Megan Elliott-Rudder



Secretary – Trish Nixon