

# KOORINGAL HIGH SCHOOL P & C MEETING

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## General Meeting Minutes

**Date:** 26 May 2015

**Opened:** 7.32pm

**Present:** As per attendance book: Julie Bailey, Danette Gale, Amanda Yeo, Sandra Bertoldi, Trish Nixon, Toni Coleman, Glyn Leyshon (Principal), Megan Elliott-Rudder, Jennifer Bannister, Sharon McLay, Dan Bedgood.

**Apologies:** As per attendance book: Jo-Anne Strader, Margaret Selvey, Kerry Tuovi

**Minutes of previous meeting:** **Motion:** The previous minutes are accepted as a true record – with spelling corrections

**Moved:** Sandra Bertoldi

**Seconded:** Megan Elliott-Rudder

**Passed**

**Business Arising from previous minutes:**

- Building fund letters have been sent out by Sharon McLay – Sharon gave list of recipients to the meeting with a copy of the letter sent
- Megan has yet to talk to Darryl Maguire about the joint government funding for COLA

**Correspondence In**

- Darren Coggan accepts role as KHS Patron
- AKW statement – paid as per treasurers report
- Letter to P&C from KHS re the landing of a Bell 429 Helicopter on the school oval – for our information
- Seek Invoice – re advertisement for Canteen Manager
- Emailed spread sheet from the treasurer J Strader
- Email from canteen committee asking if the P&C will pay for an engraved clock for Gail's farewell – invoice included \$220.00
- Email from canteen committee asking if the P&C will pay for the afternoon tea for Gail – catered by south wagga bakery \$150.00
- Letter received from ASG – Australian Scholarships group – asking for Nominations for 2015

**Correspondence Out:**

- Nil correspondence out

**Treasurer Report:**

- It was noted by the treasurer that currently our outgoings and incomings are quite close – we should hold off on

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committing to any requests at this stage. Our next payment date from the Canteen is not known but will be discussed at the next canteen committee meeting on July 15.

Cheque Account    012 823    207027323  
Available funds \$5,370.19

V2 Plus Account    012 141    907309823  
Available funds \$10,779.53

Building Fund V2 Plus Account 012 141 902157592  
Three donations in May 2015  
Balance \$18,868.62

Allocated funds  
Receipts received \$ 13,714.35  
Receipts not yet received (teacher requests) \$3,927.32  
Total allocated funds \$17,641.67

**Motion:** That the treasurers report be accepted and all payments confirmed

**Moved:** Megan Elliott-Rudder

**Seconded:** Julie Bailey

**Passed**

- It was noted that people who billed us for the PAV lighting have charged a difference to what was agreed.

**Moved:** that if the difference in the billing is 10% we are right to go ahead and pay the account – anymore we will need to discuss further at P&C

**Moved:** Jennifer Bannister

**Seconded:** Sharon McLay

### **Canteen Report:**

- No canteen report received
- Jennifer Bannister is the P&C representative on the Canteen Committees – Jennifer is currently unable to attend the Canteen Committee meeting which is held on a Thursday @ 2.00pm but hopes to attend from July.

**Motion:** P&C to ask the Canteen Committee Secretary to email the Canteen report from their 12 May meeting to the P&C Secretary -[julie.bailey@mml.org.au](mailto:julie.bailey@mml.org.au)

**Moved:** Megan Elliott-Rudder

**Seconded:** Sandra Bertoldi

**Passed**

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

- The school production The Y Factor is about to get underway. It is an all in-house production, kids are enthusiastic and looks to be a great show
- A helicopter will be landing on the KHS oval Thursday 28<sup>th</sup> May, Matt Raufus a previous KHS student now in the Navy has helped to organise this visit. A lot of organisation and notification was needed to have this happen.
- Year 11/12 parent teacher night will be held in the gym Tuesday 2<sup>nd</sup> June 4-6.30pm
- Year 7-10 reports will be issued Thursday 25<sup>th</sup> June – during the last week of term
- Peter Cox has received a letter asking if he would like to be a patron of KHS – he would be honoured and will send an acceptance letter in due course.
- A new school sign will go up on the corner of Ziegler and Fay Avenue – funds from year 12 2014 will pay for this
- The principal presented two requests from staff – one from the Maths department asking for \$4348.00 for maths text books and a second from AG asking that the P&C contribute to the Ag Show Team Shirts \$425.4.  
**Action: to be put on Agenda for next meeting**
- Advised that the school has organised the following for Gail's farewell: it will be held the last day of term 2, Friday 26<sup>th</sup> June 2015 from 11 am to midday. In the gym for teachers, volunteers, canteen committee and P&C. It will be a catered morning tea, KHS staff will take a collection and buy Gail a gift; KHSchool will buy her flowers and a wine glass. Glyn Leyshon Principal, Dan Bedgood P&C and someone from the Canteen Committee will all have a short speech for her. Canteen committee need to organise who will staff the canteen during recess on that day.
- The farewell should be mentioned in the Zeigler, on KHS Facebook page and also on the KHS App as an event. Megan will talk to the Daily Advertiser to have coverage of the event

**Motion:** The P&C will pay for the farewell clock \$220.00 and the catering for Gail's farewell \$150.00

**Moved:** Dan Bedgood

**Seconded:** Sandra Bertoldi

### **General Business:**

- The employment of a replacement full time Canteen Officer was discussed – also noted that we have a lady employed permanently one day on Fridays, who has been there at least 10 years, and Amanda who is paid 3 hours and volunteers 3 hours
- P&C are concerned that we may lose some volunteers at the canteen due to Gail's retirement. It was also noted that

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you do not need to have a child in the school to assist in the canteen (Citizen)

**Motion:** Riverina Gums, The Grange and Settlers Village are contacted to have an article placed in their news letters about having an independent older person assist with sales in the canteen, Amanda and Danette to contact them.

**Moved:** Megan Elliott-Rudder

**Seconded:** Dan Bedgood

- Noted that the advertisement for the canteen position closes Friday 29<sup>th</sup> May 2015. Culling of the applicants will happen by the interview panel on the Wednesday 3<sup>rd</sup> June 2015. Interviews will be held on the 17<sup>th</sup> June 2015.
- Volunteers, teachers and students are to be invited by word of mouth to sign an autograph book for Gail at the KHS office, to be presented at the morning tea.
- ASG – The Australian Scholarship Group was discussed. Megan will contact them and ask for an information pack to discuss with the principal
- The Elevate program has been recently at the school – noted that the account needs to be paid

**Moved:** Megan Elliott-Rudder

**Seconded:** Dan Bedgood

Discussed if we would have them back again next year – all positive comments and support having them again in 2016

- Danette, Megan and Sharon Reagan visited Wagga High uniform shop to look at uniform options through Daylight. The multicolour, sports fabric polo is attractive.

Glyn stated that we currently have a contract with Lowes and that they would need 12-18months notice to transition out of their current stock. Discussed as a group the current uniform – noting that we need to consider quality as well as cost.

**Action: Glyn to ask Sharon Reagan to contact Lowes for ideas about more up to date sports shirts for KHS.**

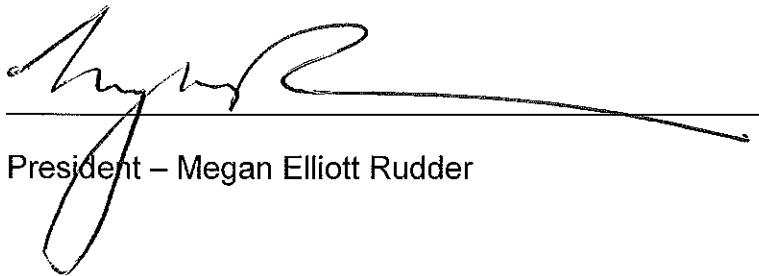
- Megan thanked Sharon McLay for doing the fund raising letters – Sharon stated that the list is currently saved at the school for future use.
- Discussed the disappointment with the current school photos – very different from previous photos received.

**Action: Glyn will contact company and give them our feedback ie looks cheap, flimsy, white background, no plastic display sleeves.**

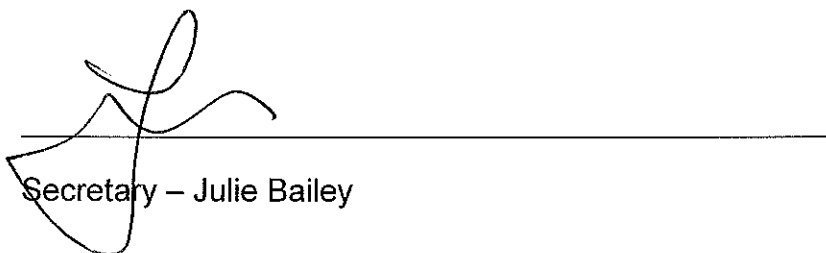
- Next P&C meeting will be in term 2 as we have already had two meetings this term. 7.30 pm Tuesday 28 July.

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President – Megan Elliott Rudder



Secretary – Julie Bailey