

Mt Hawthorn P& C Association Inc.

GENERAL MEETING MINUTES

Harbeck Centre – 7:30pm, Monday, 16 June 2014

Present: *See attendance list*

1. Welcome/Apologies

Tim opened the meeting at 07:35 and welcomed everyone.

Apologies: Graeme Gleeson, Anthony Ellis, Helen Davey, Rob Paparde, Justine Daly, Alison Harman

2. Minutes of previous meeting

It was moved by Vidya and seconded by Rachele that the minutes of the previous meeting be accepted as true and correct.

Carried without dissent

3. Business arising

1. 3 Year 7 students (Bridget Harch, Jade Sauta and Ashleigh Joel) presented to the meeting about their ideas to improve the school:
 - a. Litter Plan – areas of the school allocated to each classroom and once a week those classes will go to their area and pick up rubbish. Ashleigh has prepared a map of the school to allocate zones. Plan will tie with tidy bag award and a perpetual trophy to be awarded to the best class each assembly. (Ashleigh)
 - b. Water Fountain on the school oval. There is currently a water fountain on the oval that hasn't worked for over 5 years. There is also no drinking fountain on Year 5/6/7 Verandah. Jade has written a letter with some pricing options. Dale proposes to incorporate a fountain into the new undercover build on the quadrangle level near the garden. (Jade) Cost approximately \$5000, Dale proposed a shared funding with the P&C.
 - c. Friendship Post in the Junior School for students where children who are lost or can't find their friends at recess or lunch can go to meet up with other students. Benefits – combat school loneliness and encourage new friendships. Year 7 mentors would be utilised to assist the project. (Bridget) Dale mentioned that the Peppermint Tree outside OSCA would need to be chopped down so this is the perfect location. Parents (landscape architects) who will join the Grounds committee have some proposals for redevelopment of that area, including using some of the wood from the tree in a sculpture.

4. Correspondence

In: Eleni Evangel – Churchlands Bus Service

Letter from City of Vincent re Transport Forum 25th June (addressed to Year 6 and 7 Parents)

Out: Nil

5. Treasurer's report – *Rachelle Rose*

Cash Balance

\$83,000 as at 16/6/14

Commbiz facility is now up and running. There is still an issue around the netlock system however this has been escalated with Commonwealth Bank

Movie Night \$3128

Brick Pavers \$1746

Election Barbecue \$550 (to be allocated to Library for books)

75% takeup on voluntary contributions

P&C now has an FAL card for use for by canteen (when they have storage) and fundraising

Office bearers are noted as contacts with ATO for “authorised contacts”

Commonwealth Bank has given us 12 month’s free access to website Our Community – lots of resources.

Report tendered.

6. School and committee reports

6.1 School Ed Support Centre - *Alison Harman*

Key points:

- Report tendered

6.2 Safety House – *Kylie Petrou*

Key points:

- New safety house on Edinboro Street.
- Police check age has been increased from 10 to 14
- Currently have 18 safety houses for MHPS
- Ali said that Aranmore would be happy to advertise for new Safety Houses

6.3 Uniform – *Maree Pickens*

Key points:

- 1st 2 weeks of term – as many orders as Open Day, so very busy.
- Rachelle has drafted Job Description for Uniform Coordinator role. Role is more than just running the shop, includes stock ordering and bookkeeping.
- Uniform Shop fit-out should be deferred until the Uniform Coordinator position is filled.
- Pre-paid order for more Year 7 shirts can be made by end of term.
- Leaver shirts have been ordered. Discussion around when students are to wear Leader and Leaver Shirts.
- Rachelle and Alex to look at options for Online Uniform.

6.4 Grants – Lisa Patterson

Key points:

- Anticipate receipt of the ANZAC grant

6.5 Grounds – Stuart (Dale & Tim)

Key points:

- Busy Bee 20th June – Winter Solstice. Pruning trees around Killarney Street. Sausage Sizzle provided and some child supervision.
- Next stage of Fairy Garden discussed.
- 2/3 Box gutters in Junior School have been cleaned out, with third to happen next week. Insurance will cover replacement of ceiling and bulletin boards in Junior block and perhaps carpet.

6.6 Fundraising – Helen Davey

Key points:

- Movie Night – 600 tickets sold. Only issue was lack of parental supervision for some kids. Propose to employ some security at next event
- Disco – Tickets 225 – Junior, 180 Senior, Jack Allen (former student) did a great job as DJ. Thanks to the sponsors, manteeen, Year 6/7 Events Committees
- Brick Pavers due soon
- Xmas Eve in July at Pirate Bar – 24th. Tables of 10, 120 people, tickets around \$50 incl 3 course meal plus entertainment. Cost to P&C is \$30. Alcohol provided by school family – Cleanskins Doubleview
- Ladies' Night at The Peasant's Table on Sat 11th Oct (same night as GACO) \$25/head, purchase own beverages, tapas style meal
- Peasant's Table Coffee Card – MHPS stamped coffee cards collected and earn vouchers for the P&C
- Deals offered for Class functions – 15+ guests Mon-Thurs at TPT – add additional point to voucher tally plus complimentary bottle of wine
- Pirate Bar – free venue hire, bar sales, we can sell tickets.
- Card artwork fundraiser proposal – classes/students can create personalised cards, no upfront costs, we set our own price. Proposed as a Christmas fundraiser. No minimum orders, they process payments and organise everything.
- Facebook Page – proposal for P&C to have a facebook page to promote events and communicate with parents. Should be up and running in next few weeks. Reference will be made to guidelines from Dept of Education for Social Media in schools. Some protocols will be drafted around use of

Facebook, with the Communications Committee and Fundraising Committee to manage.

- Fundraising committee took Student Councillors to visit local businesses to hand out icy-pole vouchers for businesses to award to students displaying good behaviour/school values.
- Proposal to allocate profits from Disco to Projects proposed by Year 7s
- Proposal to allocate brick paver profits to Grounds needs.
- Recipe Book update – recipes are being collected from parents. Kids' recipes have been entered into the menu competition with The Peasant's Table. Schedule is on track, particularly given the project started a lot earlier in the year than last time.

6.7 Canteen –

Key points:

- Small amount of money in budget for funding from Facilities Program Delivery, Dept of Education for canteen upgrades.
- Wishlist for the Canteen:
 - Commercial Dishwasher
 - Larger Pie Warmer
 - Laptop
- City of Vincent did a spot check and reported the domestic dishwasher in place does not heat up high enough, plus thermometers in fridges needed.
- Sarah to visit another school who uses Online Canteen to exchange ideas.
- Motion for Committee to approve purchase of Commercial Dishwasher up to \$3500. Proposed by Rachele, seconded Vicki.
- Discussion around putting together a plan for the entire works to the Canteen, so that grants can be sought to cover different aspect.
- Proposed to commission a 2D plan for the canteen (up to \$500).

6.8 Communication – Alex Castle

Key points:

- Survey from last term was about School Communication – results were discussed
- Alex attended a City of Vincent meeting – talked about facilities 10-16 year olds. Braithwaite Nature Park is full steam ahead. Also looking at other areas around the council e.g. basketball / parkour etc. They are looking for new ideas.

6.9 School Board – Alex Castle

Key points:

- Michael and Alex attended the School Review meeting today with Reviewers, looking at the School's Priorities and processes. They talked with them about the Board structure, monitoring priorities. Key points were integration with Ed Support Centre, highlighting our communication plan and the understanding of the community as to the role of the Board. Collaboration between the Board and P&C was discussed.

7. Principal's report

Dale discussed the School Review Process – discussion around the School's Targets, policies and processes. Reviewers now take away information provided and then return next week to talk with staff, students, councillors, full Board, visit

classrooms. Reviewers will then present a draft report to Dale & Michael (in about 3 weeks), then the report is sent to the Department. We will then be reviewed again in 2 (or possibly 5) years. Dale was keen for reviewers to meet with P&C, other parent groups (Banking, Scholastic) however reviewers only want to meet with 8 randomly selected parents.

Dale will provide School's Review Overview document to the P&C which outlines the priorities and challenges for the school – enrolment, budgetary constraints.

8. General business

8.1 Great Aussie Camp Out

The school is registered through the website www.gaco.com for 11 October 2014.

8.2 Roc Program

Program was discussed earlier in the year. Concern from staff that there is no space in the Year 7 program to run it during class time.

Discussion as to whether the P&C should still facilitate this program outside of the school hours.

Good Guys program should be ready for delivery in Term 3

9. **Next meeting:** 1 September 2014

Meeting closed: 09:09

A. Castle for -

G. Gleeson

HON SECRETARY

16 June 2014