

Mt Hawthorn P& C Association Inc.

GENERAL MEETING MINUTES

Harbeck Centre – 7:30pm, Monday, 23 November, 2015

Present: *See attendance list*

1. Welcome/Apologies

Tim opened the meeting at 07:35 and welcomed everyone

Apologies: *Vicki McQuillan, Helen Daley, Vidya Finla, Justine Spencer*

2. Minutes of previous meeting

It was moved by Tim and seconded Alex by that the minutes of the previous be accepted as true and correct.

Carried without dissent

3. Business arising

- Debit MasterCard – application has been completed
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4. Correspondence

In:

Cancer Council – UV Meters

Police School Crossing Unit – receipt of application

Out: Nil

5. Treasurer's report – *Rachelle Rose*

Cash Balance

Commonwealth Bank (all accounts) cash balance = \$137,002 ☺

Results	Year to Date Results	Sales (year to date)
Uniform shop	\$12,782	\$59,317
Canteen *	-\$66	\$90,941
Fair	\$44,348	

* canteen result includes non cash \$2,000 provision for upgrade expense, \$2,836 "income" from 2014 long service leave provision reversed and \$2,444 expense of ex gratia payment to Celia Hadgraft. Net cash operating profit year to date = \$1542

Uniform stock on hand = \$32,888

Funds transferred to the school this term:

\$18,000 for the friendship garden (\$15,000 P&C contribution and \$3,000 Ed Support P&C curriculum support funds)

\$3,700 for a new portable PA system
\$1,465 for music stands
\$299 for new BBQ (purchased by Tim Swart)

Debit Mastercard and 2nd EFTPOS machine

An application is in progress to open another bank account with the CBA. Once the account is open we can apply to have a debit Mastercard linked to it. The operating method of this new account is Any One Signatory to enable the debit Mastercard linkage. The account will have a maximum of \$500 balance and will be viewable and monitored via our existing CommBiz facility.

The EFTPOS machine for the canteen has arrived and is slowly getting used. I have ordered a new terminal for the uniform shop as the old terminal is becoming unreliable.

Fair

\$54,353 cash was banked on fair day. Apart from a lack of \$5 and \$10 notes for change to start with things ran smoothly in the counting room. I have prepared an instruction page for the 2017 fair treasurer and will put this on Dropbox. A detailed Fair Profit and Loss statement and class stall figures is attached. Thanks very much to Shari and Claudia for the enormous amount of work put in before and afterwards getting the accounts prepared. Also thanks to everyone who helped count money on the day.

Holding Accounts

\$2,203 netball
\$2,090 has been paid for the 2016 Yr 6 camp - to be recovered next year

Available Cash

Out of the funds in the bank, the following is allocated:

Undercover area	\$20,000	
Canteen renewal fund	\$4,000	
Playground renewal fund	\$4,000	
Tiger turf renewal fund	<u>\$5,000</u>	
Total provisions		\$33,000
Holding accounts		\$2,203
Year 6 yearbook		\$1,000
Uniform purchases		\$40,000
Operating cash		<u>\$20,000</u>
Total "committed"		\$96,203
Available funds		\$40,799

6. School and committee reports

6.1 School Ed Support Centre

Key issues

- No report

6.2 Safety House

Key issues

- Dale commented that whilst the school is very happy to run the school side of it, it is important to get a co-ordinator to find new houses etc

6.3 Uniform

Key issues:

- No real issues to report
- Selling the Christmas cards and other items left over from the fair
- Discussion around yellow polo shirt material and suppliers
- Dale commented that there is some electrical work required around the canteen / uniform to install 3 new circuits.
- Tim thanked the Kat and Carmila for a great year

6.4 Grants

Key issues:

- Nothing to report

6.5 Grounds

Key issues:

- Have not had a big year – has been more targeted around some specific play areas.
- Some challenges around upkeep of the school with after-hours visitors / skateboarders
-

6.6 Fundraising

Key issues:

- Shari asked if the P&C were doing a Mezz fundraiser this year. Idea to try and off-load some excess stock from the fair.
- Discussion regarding the donation of the cubbyhouse back to the school
- Tim commented that we will put a calendar of fundraiser events for next year prior to next year's AGM. Sundowner Friday 19th Feb

6.7 Fair

Shari gave a report

- Thanks to class fair co-ordinators
- 33 very diverse class stalls
- Great sponsors help paid for the infrastructure
- 70 stalls and amusements
- 20 external stalls
- Regardless of takings, all stalls should see their input as successful - fun
- Lots of thankyou's
- Stall feedback via survey (results below)
- Feedback was generally good
- Some classes struggled to get help within the stalls
- Some great constructive feedback
- Achieved our aim of reinforcing and building our school (and wider) community

Tim thanked Shari for not only the report but for the great job that Shari did in co-ordinating the fair.

Rachelle gave the group a report on the fair takings.
Net profit was \$44,394!
Individual class stalls were reported.

Tim suggested that the fair co-ordinators be given the financial reports first before they are published.

Alex gave a report on the fair survey results. Highlights included:

- 93 responses
- Overwhelming positive responses
- Timing – generally positive responses, although a number thought it could be an hour earlier or shorter
- Layout – generally happy – some areas less populated. Announcements couldn't be heard throughout the school
- Stalls – diverse ok. Needed a bit more food stalls.
- Balance of class / external stalls was positive
- Lots of stall suggestions for the next fair
- Entertainment – positive response
- Many caught up with people who they hadn't seen in a while

Alex commented that many stalls had 1 person on a stall all day which is a shame. It was commented that it can be a great experience for those who do chose to get involved.

Dale commented that the day was fantastic. The community rally and is the best way to report to the community. Lots of old students and parents visit. – ticks a lot of boxes – lots of parent engagement that far outweighs other similar schools.

Tim commented with the fair is a great way to re-connect with the ex-students and wider community. The financial takings are secondary.

Christine said that it is important to recognise and thank the wider parent body – her class had great engagement (and generally is not immediately obvious.)

Discussion around Churchlands High School future boundaries

6.8 Canteen

Key issues:

- Oven on its last legs – quotes received to replace (approx. \$4k) including some shelving
- Computer and printer also needs replacing
- Bench will also need some work

Tim suggested that we get a kitchen consultant in with the aim to make this a priority project. Rachelle commented that this was done last year although included coolrooms that are not required.

Motion

It was proposed by Rachelle and seconded Alex by to allocate \$19k for the oven (and other associated works), kitchen aid, pie warmers, computer, printer and power upgrade. (\$4k has already been provisioned.) Aim to have complete by beginning of term 1 2016 with a list for next

years' AGM. Anything under \$1k can be authorised by Sarah and anything over by Exec sign off.

Carried without dissent

Tim thanked the canteen for a great year this year

6.9 Communication

- Newsletter ticks over with Vicky (2 to go this year)
- Shari suggested that we put a link on the website for newsletter item requests

6.10 School Board

- Nothing to report

7. Principal's report

Key points:

- Great year for the school – on par on targets and with like schools
- Great non-academic outcomes across the art, music, sport etc – we can offer these things given our size
- Year 6 have lead the school magnificently this year
- Plans in place for next year
- Enrolments for next year – 846
- Draft placements are being reviewed
- Classes out in mid January (not sure let if we will have a 2/3 class)
- Staff should be finalised by next week
- 2 new transportable classrooms to be installed (on top of oval (dental van being re-located near Mr T's class) – in place mid Jan (Year 3 & 4) – will be air conditioned and with electronic whiteboards etc
- LOTE and music learning areas are still being accommodated
- Expect a PP build to be announced next year (2 story)
- Good response on the latest school survey
- Bullying survey just completed – lots of cyber bullying issues raised
- Tablet program planned for Year 5 next year. Current year parents have surveyed positively. Full review planned for the end of 2016. More information sessions planned for Term 1.
- Dale thanked everyone for the ongoing support of the P&C, Board and wider school community – something to be very proud of.
- Dale is off Fri 4th Dec. Lorena Rock is filling in for December.

Tim wanted to acknowledge the great work of the teaching staff at MHPS.

8. General business

8.1 Graduation Cake

Dale requested that the P&C provide funds for a graduation cake.

8.2 Rob moved a motion of thanks for Tim for his tireless efforts for the school this year.

Next meeting: AGM 22 Feb 2016

Meeting closed: 09:30

G Gleeson

HON SECRETARY

23 November 2015