Parents and Citizens Association

President: Mr Ray Seguna
Vice President: Mr Gilbert Watt

Minutes of P&C Association
Tuesday 16th February 2016

The meeting opened at 7.40pm

Attendees: Ray Seguna, Jillian Tournal, Tanya Koorey, Paula Squires, Leanne Luzar, Sandra McDowell, Julia Petrulis, Yvette Conn, Geoffrey Sutherland, Gilbert Watt, Lisa Pieper, Vivian Mepstead, Catherine Sultana, Emily McCauley, Keith Marlow, Ruby Lucas, Janine Thomson,

Apologies: Louise Seguna, Bronwyn Smith, Gina Sproules, Melissa Thomson, Janet Fuller

Ray: Welcome all to the first P&C for this year. Jillian, we would like to congratulate you on your recent engagement. Presented with flowers and gift.

Minutes: November minutes were accepted without change.
Nominated: Ray Seguna Seconded: Yvette Conn

Business arising:
No business arising.

PREFECTS & SRC REPORT: - Emily McCauley, Geoffrey Sutherland & Ruby Lucas

SRC: All students on the SRC are excited for a great 2016. The SRC induction assembly is next Tuesday 23rd February. We welcomed the new year 7 students last Friday.
Some of the events for this year include: Harmony Day and World’s Greatest Shave.

Prefects: We would like to say thank you to the P&C for putting on the year 7 breakfast. We would like to take photos of students eating the weekly canteen specials to put up on Facebook. It is hard to believe but at the beginning of next term there will be elections for Prefects. Recapping the end of last year (2015) – The leadership camp with prefects, SRC and house leaders went very well. Orientation day was run by the House Leaders. Local primary school presentation days were attended by the prefect team.

TREASURER’S REPORT: Delivered by Vivian Mepstead
Our closing balance as of 31st December 2015 was $7,438.04. Paid $300 workers compensation so total now is $7,138.16
$5,000 contribution from the canteen has been made to the P&C account
Canteen has a balance of around $28,000
Uniform shop around $34,000
Outstanding invoices need to be paid out of the above amounts
Audit of the P&C financials for next month’s AGM is on track.
PRINCIPAL'S REPORT: Delivered by Jillian Tourlas
Welcome back for 2016.
Tabled the Annual Financial Statement which runs from January – December financial year. We rolled over $450,000 at the end of the year and have $8.7 million to run the school in 2016 of which $7.5 million is dedicated to wages. This funding includes some Gonski and our school attracts additional funding for students with special needs and families from low socio-economic backgrounds. This money can only be used on staffing. The rollover funds are essential each year to allow for emergencies. Developing the budget and inputting it into the department’s financial software package is quite complicated and time consuming.

The 2015 – 2017 school plan is on the website and we are currently in the middle year of this plan. This year’s focus is on encouraging students to write paragraphs based on TEEL– (Topic, Explanation, Evidence, Link) – this forms the skills needed for essay writing for senior years. We will also be focusing on Spelling and Super 6 (comprehension based strategy) – also to help essay writing skills develop. There will be “Battle of the Bands” training for teachers to help students acquire those extra marks needed to roll over into the next band level for the HSC. For example, many students receive a band 5 mark but are only a few marks away from a band 6 result.

A second set of toilets have now been gutted and renovations have started. The refurbishment of two science labs and a prep room are also underway. The senior outdoor area looks fabulous – we levelled off the mound of dirt, added some quality soil and laid turf as well as a retaining wall for seating. This area will be utilised by senior students as an extra study area and as an outdoor classroom.

Staffing – student numbers are lower this year but we knew this was coming as years 11 and 12 were small in year 7. Numbers are around 700. This means a loss of 1.4 staff, which has been offset by staff on leave.

HSC results looked very good. Deputy Principal Lisa Pieper presented the Value Added data for last year’s HSC. Data presented indicated growth for the students in this cohort and overall better results than the 2014 cohort.

LIBRARY:
Jill: - The last Project Reference Group (PRG) meeting was cancelled at the end of 2015 and no meeting was scheduled for January 2016. They finally arranged a meeting for last Wednesday (10th February 2016). A fly around of the proposed outside structure of the library was presented and plans distributed and discussed. Gilbert Watt has been attending these meetings to help translate building terms, scale etc.

Concerns have been raised at the PRG regarding the external structure and the materials that it will be built in. This is to be discussed at next week’s meeting. Concern over the lime green colour proposed as a highlight on the building as it does not fit in with the school’s current colour scheme of teal and navy – P&C agreed. There is concern also over location of data points in new library. Air conditioning will be included, but still waiting to determine if it will be ducted or split systems.

The issue of demolition insurance has still not been resolved. Jill refusing to sign off on plans until this is confirmed in writing to ensure that these costs do not come for the build insurance budget and this is supported by the Dural Principal Network Director.

Ray to write to Matt Kean MP expressing the P&C’s concern for the protracted timeframe for the building of the library.

Request for a fortnightly report for the Grapevine from P&C. Ray to organise.

Imogen Florian represented Australia in the World Titles in Denmark for trampolining in December – P&C will contribute $200 towards the cost.

CANTEEN: Delivered by Bronwyn Smith
Profit and Loss Statement for 2015 calendar year: see attachment
Operating Profit: $12,484.47. $5000 transferred to P&C account. The canteen had additional expenses in 2015, due to
outgoing staff costs and Flexischools setup, so the above profit is excellent given the additional expenses.

This year the Canteen committee remains committed to ensuring that nutritious tasty food items are offered to the school students and staff, at reasonable prices. The canteen committee would like to also ensure that the canteen again operates at a profit and that the profit is utilised by the P&C to benefit the school.

Our wonderful canteen manager, Sally, is introducing some great specials and welcomes feedback and suggestions. Sally is also able to provide catering for staff meetings (lunches and afternoon teas/morning teas). At least 3 days notice is required.

Flexischools is the preferred method for lunch orders and orders are increasing for this. We encourage all staff to join Flexischools and order online. The canteen is also looking at installing an EFTPOS machine through Bendigo Bank.

The year 7 orientation day and welcome breakfast resulted in a number of new volunteer Mums signing up to assist in the canteen. We still require additional volunteers, especially on Wednesdays. In addition, Sally would love to see the SRC assist with handing out the lunch orders on a daily basis, as they did last year. This was a tremendous help as it ensured that the lunch orders were handed out very quickly.

We are looking forward to a fantastic year in the canteen and are grateful for all of your support.

UNIFORM SHOP: Delivered by Vivian Mepstead
Ann would like to discuss introducing Canterbury style track pants to the school.
Discuss discounting the school jumpers due to the amount of stock.
Ann will organise a meeting with several P&C members.

SOCIAL: Leanne Luzar
Ray thanked Leanne for organising the Year 7 welcome breakfast. Discussion around the need for Tea and Tissues after the BBQ breakfast due to low numbers. Paula: Maybe we could hand out a P&C first meeting of the year and Chatter Over a Platter flyer at the breakfast. We only had 1 urn working – Leanne will bring one from home if the canteen still only has 1 next year.
Chatter Over a Platter is on Saturday 19th March from 6.30pm in the Staff Common Room.

MUSIC ENSEMBLE: Janet Fuller - absent

GENERAL BUSINESS:
Tanya – presented the first draft document of artistic ideas from Susanna Mills to show the P&C to beautify the school.
The task will be broken down into sections – starting with new signage across the first and second concrete walkways as you enter the school, some panels around the quadrangle and hopefully a start on the senior’s area.
We have a budget of $20,000. Tanya will look at writing to Galston Rotary and Galston Garden Club for funding, Jillian will present the idea to Bendigo Bank to seek extra funding. We see this as being a long term project running over several years.

Ray: Please remember those needing to present a report at the AGM to please prepare it for the next meeting – 15th March 2016.

Meeting closed 9.30pm

The Next P&C Meeting will Be Held On:
TUESDAY, 15th March 2016 at 7.30pm
For the AGM, followed by the General Meeting