



MERREDIN COLLEGE P&C ASSOCIATION INC. MINUTES

General meeting held on Monday, 3rd September, 2018 at 3.15pm in the Primary Staffroom
Opened by President, Mr Kim Lane

1. Welcome & Apologies

Present: Rochelle Willis, Jenny Doncon, Darren Gardiner, Zane Walker, Justine Low, Jamie-Lee Walker, Renee Purssell, Hayley Billing, Janelle Millar, Kim Lane, Bev Stanes, Gareth Davies, Lynne Herbert, Kristy Van Der Merwe, Phil Van Der Merwe, Deirdre Fardell.

Apologies: Nil

2. Confirmation of minutes of previous meeting

Motion: *That the minutes of the previous meeting be received and accepted as a true and accurate record.*

Moved: Rochelle Willis

Seconded: Hayley Billing

3. Business arising from previous minutes

2.1 Still in process of finding an auditor

2.2 Have a small list of volunteers who put names forward to assist P&C at last primary assembly. Thank you to Justine Low for organizing ipads.

2.3 Darren West MLC was not aware of P&C audit requirements. He will address it.

4. Correspondence

4.1 In See 7.1

4.2 Out

Motion: *That correspondence in and out be received as presented and endorsed*

Moved: Rochelle Willis

Seconded: Kim Lane

5. Treasurer's Report – see attached report

We have made significant donations to the school this year – over \$6000. Insurance costs from uniform and canteen will be credited shortly. Have received approx \$2180 in parent voluntary contributions. Uniform shop running at approx \$8000 operating profit as is the canteen. Made \$770 from Primary Athletics carnival. Canteen was broken into last week with stock stolen. Dollar value not worth claiming due to excess.

Motion: *That the Treasurer's report be adopted*

Moved: Janelle Millar

Seconded: Zane Walker

6. Other Reports

6.1 **Principal** – see attached

Successful NAIDOC week in week 4. Caryn Adamson took the choir to Perth for 'One Big Voice' – a fantastic performance. Early childhood ran a father's day event. Many sporting events have been taking place with many students involved with Meckering Cross Country, Volleyball, Netball, athletics carnivals. Year 9 Canberra Camp occurred in week 6. Bibbulmun Trek (Yr 10 girls) led by Ms Alyce Rogerson. Book Week and Daffodil Day events were also held in week 7. We represented the college at the Dowerin Field Days with a booth and also a dance performance. Secondary assembly will be on Wednesday 5th September when house cup and new house captains will be announced. On Friday we will have the primary assembly as well as our technology showcase. 'So You think you Can Dance' will be held Friday, 22nd September. Defence Force presentations will occur on Wednesday for year 10-12. Open Day on Friday at 12.30pm – 3.00pm. Public drama performances happening on Thursday and Friday. Secondary ATAR exams in week 10 of this term and also term 4 for year 12. Student free day on first day of term 4 (school development day). Student/parent feedback surveys will be distributed shortly. NAPLAN results will be distributed after the 10th September.

Positive Behaviour Support – thanks to the team who put a lot of time and effort into this program. Some of our primary teachers under the leadership of Lynne Herbert, continue to provide technical support to our staff and other schools including the “Techie Brekky”.

Secondary parents: Extra-curricular activity attendance is earned – not expected. Please make an effort to comply with our pre-requisites.

6.2 **Canteen & Uniform** (as per treasurer report)

6.3 **School Board**

No meeting since our last P&C meeting.

Motion: That each report be adopted as presented

Moved: Phil VanDerMerwe

Seconded: Lynne Herbert

7. General Business

7.1 **Yr 12 2018 Awards Ceremony** – award sponsorship

The Merredin College P&C has been approached by Merredin College to seek our interest in sponsoring one of the Year 12 Academic Awards. The required figure would be \$70. See attached letter.

Motion: That we grant the \$70 request for sponsorship of a year 12 academic award at the 2018 awards ceremony.

Moved: Janelle Millar

Seconded: Deirdre Fardell

7.2 Fundraising

7.2.1 **Eco Shopping Bag Fundraiser** option for 2019 (Renee Purssell)

Looking at selling eco-bags to fundraise for next year's Year 6 camp as an alternative to catering. It would be desirable to buy the bags first and then onsell. Alternatively samples of each product could be bought or to use an online ordering system (we already have an account). Advertising to go into the Link and Facebook page and display/examples to be purchased.

Motion: That we proceed with the shopping bag fundraiser as presented by Renee and liaise with Lynne Herbert and Kerri Shelton and furthermore, that we purchase 2 sample packs of the product. Proceeds to go to 2019 year 6 camp.

Moved: Renee Purssell

Seconded: Hayley Billing

7.2.2 **Progress on Christmas Fete**

Due to the busyness of end of year fast approaching, we will not proceed with a Christmas Fete. An alternative could be to run a stall at the Merredin Show in 2019 or at Gala Night. Hayley has offered to look into having a stall and enquire with the Shire. Bring ideas back to next meeting.

7.2.3 **Brick pavers update**

Thanks to Merredin Freightlines for transporting the bricks back to Merredin for us. We sold 102 bricks. VET students, under leadership of Wayne Wallace, will be laying the bricks as well as the remaining area in blank pavers. PBS themed sculptures will also take up some of the remaining room. Quote still to come.

7.2.4 **Primary Interschool Carnival Catering**

Canteen unable to cater but it is a good opportunity for Nature Playground fundraising committee who are keen to make burgers and provide juiceboxes. The Home Economics department is providing morning tea cakes and slices.

Motion: That the Nature Playground fundraising team provide catering for the primary interschool athletics day lunch being an input tax fundraiser for the nature playground.

Moved: Justine Low

Seconded: Lynne Herbert

7.3 **Canteen** (Janelle Millar)

7.3.1 **Manager**

Erin Elliott has resigned as Canteen Manager. Nita and Nat have covered the management position very well this year. Instead of looking for another employee, it would be cost-effective to start a parent volunteer roster.

Motion: That we develop a parent volunteer roster until the end of 2018 to assist in the running of the canteen. To be reviewed at the 2019 AGM.

Moved: Rochelle Willis

Seconded: Jenny Doncon

7.3.2 **Slushies**

Slushie machine is getting to the end of its life. They are expensive to replace (\$700-800).

Motion: That we do not replace the slushie machine and that slushies be removed from the canteen menu in due course.

Moved: Janelle Millar

Seconded: Deirdre Fardell

7.4 **Uniform Shop Co-ordinator**

Expression of interest document was distributed to parents. We have had one expression of interest being Kristy Van Der Merwe who is happy to take the role on. Congratulations and thank you, Kristy!

Motion: That we appoint Kristy Van Der Merwe as the new uniform shop co-ordinator and furthermore, she will begin to liaise with Diana Giles on the roles and responsibilities under the same terms and conditions as the current co-ordinator.

Moved: Hayley Billing

Seconded: Zane Walker

8. **Other Business**

8.1 P&C Video for end of year concert

Looking at a video presentation of the various items that P&C has financially supported throughout the year. Rochelle to compile list of events/items and send to Bev Stanes.

9. **Date of next meeting:**

Monday, 29th October, 2018 at 6pm in the Wahlsten Library

10. **Closure**

Meeting closed at 4.29 pm