



## MERREDIN COLLEGE P&C ASSOCIATION INC. MINUTES

General meeting held on Monday, 6<sup>th</sup> August, 2018 at 6.05pm in the Wahlsten Library  
Opened by President, Mr Kim Lane

### 1. **Welcome & Apologies**

Present: Kim Lane, Rochelle Willis, Darren Gardiner, Janelle Millar, Justine Lowe, Bev Stanes, Phil Van Der Merwe, Hayley Billing, Jenny Doncon, Jamie-lee Walker

Apologies: Lynne Herbert, Deirdre Fardell, Barbara Smith, Kristy Van Der Merwe, Natasha Hardy

### 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: Darren Gardiner*

### 3. **Business arising from previous minutes**

3.1 Audit: RSM Bird Cameron are unable to assist with auditing however they have recommended a contact in Geraldton. Darren West (MLC) will be meeting with the school board next week and we hope to chat briefly with him regarding auditing legislations.

### 4. **Correspondence**

4.1 In

4.2 Out

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

*Moved: Rochelle Willis*

*Seconded: Phil VanDerMerwe*

### 5. **Treasurer's Report**

Net position as at 31/7/18 is \$19,998.33. All insurances have been paid. We are slightly down on parent contributions and charges compared with this time last year.

Canteen running on profit of approximately \$7000 as is the uniform shop.

Unpaid uniforms – these debts will be being chased up.

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

*Moved: Janelle Millar*

*Seconded: Bev Stanes*

### 6. **Other Reports**

6.1 Principal (see detailed attached report)

Ipads for Maths, Humanities and Arts have arrived and are in use. Bandwidth remains an issue. NAPLAN school summary reports have been received. Individual reports will arrive later in the year. PBS lessons are in place once a week, running for 10-15 minutes each. The Shire will be investigating works and undertaking public awareness to address the issue of slowing down in the school zone. NAIDOC will be occurring this week (week 4). There will be a K-12 NAIDOC assembly this Friday at 9am. Our Country Week teams attended the annual event in the final week of Term 2. Best ever results with two grand final wins, one second and one third. Primary Book Week will be held in Week 6. Canberra trip for year 9 will occur 19-24 August. Principal visits to feeder primary schools have commenced. Timetabling for 2019 is well underway. During the same week as Canberra, the Bibbulmun Trek will occur. Primary Choir will participate in 'One Big Voice' on 17<sup>th</sup> August. We will be manning a stand with the residential college at the Dowerin Field Days on 29-30 August. Term 3 is busy with sporting events. Look forward to much parent support. On 6<sup>th</sup> September, primary will be holding a Technology Showcase. The following day (7<sup>th</sup>) will be the Secondary Open Day. A great opportunity to see what is happening in your school.

6.2 Canteen & Uniform (as per treasurer report)

6.3 School Board

Meeting coming up this Thursday where Darren West (MLC) will be present. Asbestos issue is still in discussion with the Dept of Education regarding the management of it's control. Hoping to dig out the top layer of soil and replace with 300mm clean soil. Phone management policy; phones can come to school but not allowed out of bags between the beginning and end of school. Steps have been put in place to give students a guide as to what to expect with ATAR. Amanda Rajagopalan has replaced Kristy White as a parent representative on the board.

*Motion: That each report be adopted as presented*

*Moved: Phil VanDerMerwe*

*Seconded: Hayley Billing*

## 7. General Business

7.1 Uniform Shop Co-ordinator

Diana Giles have given notice that she would like to resign from this position at the end of this year. It would be beneficial to advertise for expressions of interest. Knowledge of MYOB would be beneficial. Another option would be to outsource the uniform shop to a local business. A job description will need to be written up.

*Motion: That we write a JDF and put out expressions of interest for the uniform shop co-ordinator position, closing on Friday, 31<sup>st</sup> August, before the next P&C meeting on 3<sup>rd</sup> September.*

*Moved: Bev Stanes*

*Seconded: Phil VanDerMerwe*

7.2 Fundraising

7.2.1 Progress on Christmas Fete

To be carried forward

7.2.2 Brick pavers update

102 orders received. Hopefully ready by the beginning of September.

7.2.3 Raffle Fundraiser for Nature Playground

Justine Lowe (primary teacher) is organising a raffle to raise funds for the nature playground. Four prizes being; Dyson V8 stick vacuum cleaner, car package (fuel voucher etc), Rustic Creations piece from Norelle Jefferies, pamper voucher from Kate Baker. Tickets will be sold \$5 each with the hope of making \$2500. Permit is ready to be signed. Results to be drawn at the week 4 assembly in Term 4.

*Motion: That the Merredin College P&C endorse the running of a raffle to raise funds for the nature playground and furthermore that Ms Justine Lowe is the registered permit holder.*

*Moved: Rochelle Willis*

*Seconded: Phil VanDerMerwe*

## 8. Other Business

8.1 Discussion held on the current times for P&C meetings. Possibility of putting out a survey to gauge people's interest in P&C meetings and their attendance and what ideas they may have to bring to the P&C. There is a need to engage parents more with the P&C and its' fundraising efforts which ultimately benefit their children. Plan to register a list of people at our next primary assembly (9am in week 6) who are willing to assist and be contacted personally. Students using ipads to glean the information could be more effective than a speech from P&C reps. Students speaking would be an effective way to get our message across. A simple video production involving students to promote the P&C and to encourage parents to be produced in order to use at the end of year award nights. If student groups receive P&C money it would be a good idea for them to put a video of appreciation up on the Merredin College Facebook page.

## 9. Date of next meeting:

Monday, 3<sup>rd</sup> September, 2018 at 3.15pm in the Primary Staffroom.

## 10. Closure

Meeting closed at 7.51pm