



Meeting Minutes

Meeting Details

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| Meeting Date | Tuesday 2 nd August 2016 |
| Meeting Commenced | 7.35pm |
| Meeting Concluded | 8.59pm |
| Venue | School library |
| Present | Michal Haswell, Kim Batina, Catherine Johnson, Mel Pexton, Michael McInerheney, Grant Taylor, Rebecca O'Brien, Amy Toohey, Johelle Irving, Astrid Barwin, Louise Birbeck, Victoria Strang, Janine Roets, Karen Wilson |
| Apologies | Kim Latham |
| Next Meeting Date | Tuesday 6 th September |

Meeting Minutes

2.0 Minutes from Previous Meeting

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| 2.1 Present minutes | Available on the website and previously circulated in the P&C newsletter |
| 2.2 Accept minutes | Motion proposed to accept the minutes of the general meeting held on Tuesday 14 th June was seconded and carried unanimously |
| 2.3 Matters arising from minutes | Matters arising from the minutes were not discussed and carried over to the next meeting. |

3.0 Office Bearer Reports

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| 3.1 President's Report | Mel Pexton talked to the president's report and confirmed that \$59,056 had been spent on classroom resources from the voluntary contributions. Mel Pexton advised the P&C that money which has been raised via fundraising would normally be used for grounds improvement projects. However, as there is a federally funded project underway to build a permanent ELC building the expenditure of the 2016 fundraising money will be held off until a grounds improvement strategy is finalised . |
| 3.2 Treasurers Report | Katie McLeod presented a cheque for \$40,959 to Michael McInerheney to reimburse the school for items purchased that the P&C had approved to pay for via the wishlists. |

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| | <p>Katie McLeod confirmed the ELC bank account was now closed and reminded parents to update their online banking to ensure they did not pay funds into the old ELC account.</p> <p>Katie McLeod confirmed that 92% of the budgeted voluntary contributions had been received. P&C agreed that surpassing the 88% budget for voluntary contribution was a great result from the school community.</p> |
| <p>3.3 Wishlist</p> | <p>The wishlist was presented and a motion passed to approve purchase of all items on the wishlist to a total of \$19,539.</p> <p>Michael McInerheney confirmed the following amendments to wishlist expenditures:</p> <ul style="list-style-type: none"> • In the previous wishlist, there was \$648 allocated for yr3 storage, this will not be spent, instead, \$2700 will be spent on the current wishlist for all three yr 3 rooms • In the previous wishlist there was \$300 approved for speakers and \$1500 approved for an ipad trolley, these item were no longer required so the credited money will go back into the balance of the wishlist budget • A motion was raised to spend an additional \$2000 on ipad cases, this motion was approved. This means that there was an additional \$200 required on the wishlist (after the \$300 and \$1500 was credited and the \$2000 debited). <p>A motion was raised and approved to spend up to \$1500 on trophies and ribbons for the sports carnival, to come from the lapathon fundraising.</p> <p>Katie McLeod raised a motion to approve an additional \$244 in addition to the \$1200 approved for a line marker, this was to reimburse (via the Lapathon fundraising) Ms Troppiano for some additional sports equipment purchased. This motion was approved.</p> <p>Katie McLeod raised a motion to approve expenditure of \$1676 on two new larger sized faction tents to accompany the other two bought last year. This motion was approved.</p> |
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4.0 Sub-committee Reports

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| <p>4.1 Fundraising</p> | <p>Astrid Baulens talked about Arts for Cards and confirmed she would work on this fundraiser with Grant Taylor for roll out towards the end of term 3. Astrid Baulens confirmed it would be a cashless system this year.</p> <p>Kim Batina confirmed that 106 bricks were sold and sincerely thanked Angela Churchin for her amazing work organizing and promoting this fundraiser. Kim Batina confirmed an approximate \$7,000 profit and suggested the same fundraiser may be done again.</p> |
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| | <p>The Lapathon was vefy successful and thanks were given to Helen Hemmery, Katie McLeod and Blue Chip Timing.</p> <p>There was general discussion regarding the Eagles gernsey donated by City to Surf which was currently being raffled.</p> <p>Michael McInerheney donated a signed 2015 Dockers gernsey for a future fundraiser.</p> <p>Thanks to Fiona Hyland and Karen Wilson for their work on the Entertainment Book.</p> <p>Mel Pexton confirmed that Narelle Klvac was organizing a school disco for term 3 and that any parent interested in volunteering should get in touch with Narelle.</p> |
| 4.2 Canteen | <p>Bec O'Brien confirmed that the canteen would be preparing and making available food for sale at the sports carnival, however they would not be offering a sausage sizzle. Bec O'Brien confirmed that there would be a cake stall at the sports carnival.</p> |
| 4.3 Book Club | <p>Vic Strang spoke to the report and confirmed record spending by teaching staff on educational resources for the classroom. So far \$3210.60 in reward money has been spent, leaving a balance of \$200.</p> |
| 4.4 Uniform | <p>Louise Birbeck reminded the P&C that larger sized faction tee-shirts were available for purchase at the uniform shop.</p> <p>Louise Birbeck also advised that there was a new physio bag for \$55 and zinc for \$4.50 for the sports carnival currently in stock at the uniform shop.</p> <p>Louise Birbeck confirmed that MYOB was up and running smoothly.</p> <p>Mel Pexton called for volunteers for the uniform committee for 2017 as the current incumbents', Emma Smetana and Louise Birbeck, would be standing down. Louise Birbeck confirmed she would be available in the first part of 2017 for a handover.</p> |
| 4.5 Grounds | <p>Michael McInerheney presented a bike stand quote of \$1200, in addition to the quotes presented in Kim Latham's grounds report. Michael McInerheney is to liaise with Janine Roets at the Town of Cambridge about the potential for the town to fund the purchase of bike racks.</p> <p>General discussion regarding maintenance of the decking area in skyline. Kim Batina confirmed she was waiting for a proposal for the value of ongoing maintenance required on the skyline playground.</p> <p>General discussion regarding the drain. Michael McInerheney advised that representatives from the Education Department had advised him the current drain set up was unsafe, which means that the Education Department will now be responsible for organising and funding a solution. Mel Pexton voiced her disappointment that funds raised by school families had been spent on the drain project based on previous advice from the Education Department.</p> |



5.0 Principals Report

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| <p>5.1 Principals Report</p> | <p>Michael McNerheney thanked Jo and Grant Taylor for the school photos. There was general agreement that the photos are great. Grant thanked the school community for giving them the opportunity to take the photos and welcomed any feedback parents had.</p> <p>Michael McNerheney confirmed that the Education Department would require 4 weeks to move the 3 demountables onto the school oval to make way for the permanent building works due to commence in January 2017. The work will commence in term 3 holidays which means that there are 2 weeks where the 3 pre-primary classes will need to be housed in other classrooms within the school. Michael McNerheney confirmed that the PP playground would be 100% reinstated once permanent construction is finished. In the interim, part of the playground will remain available for the PP students.</p> <p>Michael McNerheney confirmed he was continuing discussions with the Education Department about the additional classrooms required to house additional yr1 to yr 6 students in 2017.</p> <p>Michael McNerheney thanked parents who had already completed the school survey and asked that more families do the same.</p> <p>Michael McNerheney confirmed that there were now 8 teachers on duty during breaks, 2 of whom were based at McLean oval.</p> <p>Michael McNerheney confirmed he was on leave from the 12 August until term 4 and also stated that the selection process for the permanent principal would be completed by term 4. Mel Pexton extended her thanks to Michael McNerheney for his tenure so far.</p> <p>Michael McNerheney confirmed the date for the master planning session was Wednesday 10th August.</p> |
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6.0 Other Matters Raised for Discussion

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| <p>6.1 Traffic management</p> | <p>Michael McNerheney to fill in required form to begin recruitment process for a cross walk person.</p> |
| <p>6.2 Protective Behaviours</p> | <p>Katie McLeod confirmed that a Protective Behaviours workshop would be organized for term 3. A minimal cover charge would be charged and the bowling club is the preferred location.</p> |