



# Meeting Minutes

## Meeting Details

<b>Meeting Date</b>	Tuesday 6 <sup>th</sup> September 2016
<b>Meeting Commenced</b>	7.32pm
<b>Meeting Concluded</b>	8.45pm
<b>Venue</b>	School library
<b>Present</b>	Michal Haswell, Kim Batina, Catherine Johnson, Mel Pexton, Rod Cohen, Lynette Dias, Karen Wilson, Victoria Strang, Louise Birbeck, Amy Toohey, Janine Roets, Chandie Greatwood, Kate Molloy, Kim Latham
<b>Apologies</b>	Jonelle Irving, Sam Spiro, Fran Cockerill, Phil Rodic
<b>Next Meeting Date</b>	Tuesday 25 <sup>th</sup> October 2016

## Meeting Minutes

### 2.0 Minutes from Previous Meeting

2.1 Present minutes	Available on the website, emailed 6/9/16 and previously circulated in the P&C newsletter
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### 3.0 Office Bearer Reports

3.1 President's Report	Mel Pexton corrected a mistake in her president's report that it was in fact Reabold that won the inter-house athletics carnival this year.
3.2 Treasurers Report	<p>Katie McLeod confirmed that the P&amp;C had \$122867 in the bank plus a further \$6745 from voluntary contributions provided by the school on that day. This means that the P&amp;C is within \$1700 of achieving the budgeted voluntary contributions for the year, which is a great result.</p> <p>Katie McLeod confirmed the P&amp;C advice from previous meetings that minimal further P&amp;C funds would be spent this year on grounds improvement until the school community understands more about what will be happening with master planning and grounds generally going forward.</p> <p>Mel Pexton confirmed that the P&amp;C exec would formalize fundraising and voluntary contributions for 2017 for presentation at the next P&amp;C meeting.</p>



	<p>Katie Mcleod advised that there were 80 more tickets for the protective behaviours workshop and asked Rod Cohen to let the teachers know about the event as they were welcome to attend also.</p>
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## 4.0 Sub-committee Reports

<p>4.1 Fundraising</p>	<p>Kim Batina explained that Michael MacInerherney had kindly donated a Dockers guernsey signed by the 2015 team and that the P&amp;C were doing a silent auction online (similar to ebay) as a fundraising activity in term3 and term 4.</p> <p>Kim Batina advised that the wine drive would be happening this year orders taken in term 3 for a term 4 delivery.</p> <p>Astrid Bauwin provided the P&amp;C an email update on Art for Cards, the organizing of artwork is underway and will be with parents by the 23 September for an early December delivery.</p> <p>The disco has sold approx. 330 tickets.</p> <p>Emails regarding the purchase of teatowels have gone out to parents and orders are being taken via trybooking.</p>
<p>4.2 Canteen</p>	<p>Chandie Greatwood spoke to the report and confirmed that knowledge Fran Cockerill has obtained at the supervisors programme has been very useful for the canteen.</p> <p>Mel Pexton advised that because Friday's were getting exceptionally busy in the canteen, the canteen would be looking for two volunteers for each time slot on a Friday going forward.</p>
<p>4.3 Book Club</p>	<p>Vic Strang raised the idea of a wishlist for teachers at the next bookfair that parents can purchase and donate to the school. The P&amp;C agreed this was a great idea and to initiate the wishlist for the 2 November bookfair which also coincides with the schools learning journey evening.</p>
<p>4.4 Grounds</p>	<p>Kim Latham spoke to the grounds report. Rod Cohen confirmed that at this stage the education department was fixing the drain but not replacing the netball courts. Instead, the education department had committed to repairing the netball courts where there are trip hazards.</p> <p>General discussion regarding the drain and Mel Pexton again stated it was disappointing the P&amp;C had not only spent money on the drain recently but also that they were not advised that the remedial work was going to get completed. Mel Pexton reiterated that the school needed an overarching plan so that the P&amp;C knows where it can spend money going forward.</p> <p>Rod Cohens advised that the education department had gifted the two spare PP sheds. Kim Latham to work with Rod Cohen on finding a suitable position for them elsewhere in the school.</p> <p>Kim Latham raised the idea of a new play area being considered near the library where the old passionfruit vine used</p>



	<p>to be. Kim Latham to work on a proposal for the P&amp;C to consider at the next meeting. Mel Pexton thanked Kim Latham for her contributions this year.</p>
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## 5.0 Principals Report

5.1 Principals Report	<p>Rod Cohen spoke to the principals report. Rod Cohen advised that the selection process for a new principal was ongoing and an appointment would be finalized in preparation for week one term four.</p> <p>Mel Pexton asked Rod Cohen to consider including the incursion and excursion costs in the booklist information that would be available in term 4.</p> <p>Rod Cohen advised the P&amp;C that the tender process for a builder for the PP building would occur in November 2016. There was general discussion that this seems late and may delay the building process given that the government will go into caretaker mode around March State election 2017 making it potentially more difficult to get things done.</p> <p>Rod Cohen confirmed that there would be two extra classrooms required for 2017 with student numbers around 600. The art room is going to be converted to a classroom and there will be a demountable going opposite the staff parking near Chandler Ave.</p> <p>Rod Cohen confirmed that Wed 6 September is the last day for feedback to the board regarding master planning.</p>
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## 6.0 Other Matters Raised for Discussion

6.1 Sundowner	Mel Pexton asked for volunteers to organize a sundowner in the first few weeks of term one 2017.
6.2 Succession Planning	Cat Johnson to send a succession planning document in the next fortnight and Mel Pexton asked the P&C committee members to complete it advising their intention or otherwise to return to their committee positions in 2017.
6.3 Safety House	Lynette Dias spoke on behalf of Rossana Panetta regarding the safety house initiative and asked Rod Cohen to ask teachers to educate students about what it means to be a safety house as there seems to be a little confusion amongst students.
6.4 Traffic Management	Lynette Dias asked that the appropriate form be completed to initiate recruitment of a cross walk person for Chandler Ave. Rod Cohen and Mel Pexton to follow up.
6.5 Kindy Te-shirts	Katie McLeod and Louise Birbeck to organize and make available on the uniform shop online ordering system.