



# Mount Lawley Senior High School Parents & Citizens Association, Inc

65 Woodsome Street, Mount Lawley, WA, 6050 - Ph (08) 9471 0300 Fax (08) 9271 1126

Web Site: [www.mlshspc.org.au](http://www.mlshspc.org.au)

## MINUTES OF GENERAL MEETING

Held on Monday, 22 June 2015 at 7.15pm

In the Warren Daniel Conference room of the Main Administration building

### 1. ATTENDANCE

Yuanhu Li, Sue Faranda, Sharon Cockroft, Sonja Davidson, Wayne Houlton, Randal Wells, Mark Westera, Belinda Derby, Marlene Smedley, Fiona Hernung, Catherine Lee, Jo Furness, Milton Butcher, Niall Kilcullen

### 2. APOLOGIES

Darryl Ferguson, Elizabeth Walters, Suzie Barnes, Germaine Jeffrey

### 3. MINUTES OF THE PREVIOUS MEETING

Moved: Sue Faranda                      Seconded: Sonja Davidson                      **Carried**

### 4. MATTERS ARISING FROM LAST MEETING

#### 4.1. Coffee Club

Suzie Barnes & Andrew Paul have confirmed that the Coffee Club will start again in Term 3, fortnightly on Wednesday mornings. The Coffee Club provides an opportunity for parents to meet other parents, teachers/staff and student services, and the school is keen for this initiative to continue.

### 5. REPORTS

#### 5.1. President's Report

- The Art Auction held on the 13.06.15 was a huge success, making a record \$29,000 profit. Thanks must go to Mrs Sonja Davidson and the organising committee, the many volunteers who came along over the weekend of the art auction, the students who helped out, Mr Butcher and the staff for their assistance in many aspects of the Art Auction and Mrs Sue Faranda for her invaluable help throughout the event.

#### 5.2. Principal's Report

- A verbal report was given on school events
- School events included; the Art Auction, a great success and congratulations to Mrs Sonja Davidson and her team, Anita Chong's Medal of the Order of Australia (OAM), the success of William Tucker winning the state "Chinese Bridge" Chinese proficiency competition, NAIDOC assembly and student presentations, the donation of pews by Purslowe, thanks to Board member Mr Martin Dempsey, Senior School exams, Reporting to Parents on the 2nd July 2015, counselling for Year 11 2016, subject selection meeting for Year 10/11 and the unveiling of the Penny Scott Music Classroom and the Sue Faranda Music Library, two hard working parent volunteers were acknowledged.
- In early Term 3 there is a delegation from our sister school in Yiwu and a Japanese tour group. Both are seeking homestays and the support of the school community in offering sufficient spots is very much appreciated.
- The P&C Achievement Centre (homework club) continues to be well used.
- Work to install seating and shade is underway. This work must be done through Spotless as the facility managers.
- Students have been asked to donate to Foodbank as a community project, and the World Cup soccer tournament was a great success.
- In late May 2015, the school participated in the US Memorial Day observance and the Indigenous War Veterans ceremony. Students laid a wreath at both events, and the junior concert band and choir again provided the musical support at the Indigenous War Veterans ceremony.



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- The subject selection meeting on Tuesday 16th June 2015 had several problems and this important activity will be reviewed and the delivery improved. Holding the meeting at ECU allows all parents of the Year 10 cohort to be accommodated, however two of the last three years has seen the projector globe fail, and it is likely the event will be held at school next year, although over two nights.

### 5.3. P&C Treasurer's Report

- There are a few motions still outstanding, waiting for invoices.
- All sub-committee finance reports show the sub-committees are in good financial condition.
- An email has been sent via the P&C email list asking for a volunteer for the position of Account Auditor for the P&C financial records.

**Motion:** To reinvest the \$50,000 Term Deposit when it matures in July.

Moved: Niall Kilcullen

Seconded: Sharon Cockroft

**Carried**

## 6. P&C STANDING COMMITTEES

### 6.1. Music Sub-committee Report

- Junior & Senior Concerts are to be held on Thursday 25/06/15 at WAAPA
- The music camp was a success and the students practiced for the concert during the Camp.

### 6.2. Languages Sub-committee Report

- Language week is Friday 26/06/15, and the organisation for this event is going well.
- The Wine Fundraiser was successful; the committee has raised \$780.
- The Languages Sub-committee will hold a cake stall during the Careers Expo.

### 6.3. SVAPA Sub-committee Report

- The SVAPA treasurer has resigned, and a new Treasurer is needed. Mark Westera, P&C treasurer has offered to help the future treasurer.

### 6.4. Lawley Art Auction Sub-committee Report

- Auction night on the 13th June was an extremely successful evening; attendance – 250 approx Registered bidder – 130, the highest ever, Sales \$29,000 up by 45% on 2014 figures. Using the upstairs area allowed more options with set up.
- There was another fantastic Committee again this year; these volunteers are fabulous leaders in our community and their pursuit of excellence and professionalism brings amazing benefits to the auction.
- The organizing committee would like to thank all MLSHS staff for their support and patience. The canteen staff generously allow the committee to use their cool room and store unused tables in the dining area. The cleaning team prioritises cleaning the building on Friday and leaves supplies so volunteers can clean up on Sunday.
- The Arts and Music staff are extremely generous with their time and the SVAPA students are wonderful volunteers on the weekend. The Cert II students were a fabulous help and they also record the hours volunteered for assessment.
- #Thanks go to the school# for covering the postage costs this year.
- The committee is still to meet after the auction and go through our wrap up process and lessons learned. It is hoped that funds will be handed over to our beneficiaries, the Music PSG and the SVAPA PSG in a month.
- The WACSSO President attended the auction night and has requested an article for their Newsletter.
- Sonja Davidson will not continue as the Convenor in 2016, but is preparing handover documents and a file for the incoming convenor. She offered thanks to the P&C for the opportunity to step into the convenor role, and will cherish the friendships she has made within the Committee.



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### 6.5. Finance sub-committee Report

- The Contributions & Costs Charges collection rate is reasonable at this stage.
- The Committee has approved the purchase of a Paper Guillotine.

### 6.6. Health sub-committee Report

- MLSHS will take part in the Foodbank School Appeal for 2015. Non-perishable goods can be delivered from 2<sup>nd</sup>-19<sup>th</sup> June to Student Services.
- *Better Health* is a program available for overweight children aged 8 – 13yrs. Information about this to be passed to relevant Middle School staff. Suzie Barnes to undertake training to talk to parents about this program.
- *Mind Matters* is a whole school approach to mental health. The committee discussed the merits and will approach the Principal to gain support.
- *Chill out* will be held on Wednesday 19<sup>th</sup> August. The committee has approved \$1000 for operational costs.
- Medical supplies for students on care plans have been placed into individual plastic boxes that will be stored in a cupboard in Main Administration. A policy for emergency medical supplies should be developed, clarification needed as to who will do this; Health Committee to liaise with Neil Hudson
- The school nurse reported that Epipen expiry dates need to be monitored; they should be checked twice yearly and care plans must be updated by parents annually.
- As the School Health Policy was last updated in 2010 the committee will check if some amendments need to be done later this year.
- School Canteen Conference is in July. Discussed the idea of covering cost for Café Manager to attend.
- School Canteen to be audited in Term 3/early Term 4. This needs to be authorised by the Principal and arranged with WASCA.

### 6.7. School Board Report

- The Board noted the various financial reports. Collection of parent Contributions and Costs & Charges is tracking reasonably at this point, but the Board discussed the idea of sending a letter from the Board to parents who have not paid.
- The Board is investigating the possibility of visiting other School Boards to see how they function.
- The proposed Subject Charges for 2016 were tabled and approved.
- Department of Education Independent Public School Delivery and Performance Agreement was tabled and the Chair was authorised to sign the Agreement.
- The students reported that the exams went well. The Student Council has been reconvened and the Board has requested that the Middle school students, in particular the Year 7 students, are surveyed for their input.
- The Staff reported on the many activities that had occurred around the school. The Parent Teacher reporting day will be held on Thursday 2<sup>nd</sup> July, and information for parents will be posted out shortly.



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### 7. GENERAL BUSINESS

#### 7.1. Enforcement of School Dress Code

- The Principal has confirmed that compliance is reasonable with most students wearing the School Uniform. He outlined the current approach to enforcement of the school dress code and confirmed that Student Services can supply uniforms for the day if necessary. This matter will be mentioned at the next Executive meeting.
- Physical Education teachers encourage students to wear hats and use sunscreen, but this is not compulsory.

#### 7.2. Proposal to change the P&C Constitution to prevent sale of alcohol, tobacco and gambling products for fundraising

- The P&C has confirmed that alcohol fundraising is permitted under WACSSO Guidelines and the current P&C Constitution.
- After discussion it was felt that the committee did not wish to change the Constitution to prevent alcohol fundraising, but it was agreed that the constitution would be reviewed if an incident occurred following any fundraiser.

**Motion:** To retain the P&C Constitution in its current form allowing the sale of alcohol, tobacco and gambling products for fundraising.

Moved: Jo Furness

Seconded: Sonja Davidson

**Carried**

### 8. CORRESPONDENCE

8.1. **Mail – In:** WACSSO annual program, SDIRA, Invoices

8.2. **Mail – Out :** Letter to Richard Goyder

9. **DATE OF NEXT MEETING** – Monday 24<sup>th</sup> August 2015 at 7.00pm

**Meeting closed: 8:20pm**