



ANNUAL GENERAL MEETING MINUTES

Held on 25 February 2019, opened at 7:06pm

1. REGISTRATION OF P&C MEMBERS

Members completed membership forms and paid \$1 registration fee to the Treasurer.

2. ATTENDANCE

Lesley Street (Principal), John Pryor, Michael Camilleri, Anne Tumak, Scott Johnson, Annaliese Grubisich, Ben Harvey, Randal Wells, Andrew Lippiatt, Iain Bradley, Patricia Kritas, Sharon Cockroft.

3. APOLOGIES

Rosanna Fanciulli, Caroline Sandell, Fiona Hornung.

4. MINUTES OF THE PREVIOUS GENERAL MEETING (Held 26 November 2018)

Motion to accept the minutes of the previous meeting as a true and accurate record.

Moved: Randal Wells

Seconded: Ben Harvey

Carried

5. MATTERS ARISING FROM THE PREVIOUS GENERAL MEETING MINUTES

5.1 City of Stirling re road crossing issues

The crossing at the front of school on Woodsome Street is the main concern. Extending fencing lines rejected by City of Stirling due to concerns with access for mowing and maintenance issues. There are issues with the KISS and drive exit near the bowling club as students cross near the exit. John now planning to approach Councillors. John will take photos of crossing areas.

5.2 School mini lockers

Lockers arrived during the holidays. Thank you to Garson (cleaner) for being on site to accept delivery. Mike White has master key and students will use codes. Will commence the locker trial with Year 7 students later in the week. Survey will be completed throughout the trial period. There will be a locker use contract for students.

5.3 P&C finding proposals – undercover seating

MCS investigating. Difficulty with obtaining a WA supplier. Prefer to fix seating to ground rather than wall as wall tiles may be damaged.

5.4 Small transaction electronic payment service

Requiring further information, should have for next meeting.

5.5 Changes to Incorporated Association Laws – P&C Constitution

WACSSO working through the new act and will contact P&C's when completed.

6. REPORTS

6.1 Motion to remove Annual Reports from the AGM and present General Meeting Reports instead.

Moved: Randal Wells

Seconded: Annaliese Grubisich

Carried

6.2 Principal's Report

- Current numbers - Year 7 - 377, Year 8 - 348, Year 9 - 296, Year 10 - 292, Year 11 - 276, Year 12 - 233, Total 1822.

- These numbers mean that in Year 7 we have gone from 11 forms to 12 forms. This meant classroom space was at a premium so we have created 2 extra teaching areas in the Year 7 communities.
- We have refurbished the Year 7 Quadrangle putting in a number of 4 Square courts and an area for table tennis as well as extra seating.
- There were some fine individual Year 12 performances including 5 Subject Certificates of Excellence- Oscar Kaspi-Crutchett for Economics and English, Daisy Alps and Valerie Do for English, Isabel Mountain for Psychology. There were 16 Certificates of Distinction and 40 Certificates of Merit and 43 students with 90 ATAR or better who will join the 90's Club. 6 students achieved above 98 ATAR with Thomas Louth (Dux) scoring 99.97 and Ivan Kalinkin 99.45.
- It was a busy but smooth start to 2019. The first of the Elevate Program presentations to years 7, 10, 11 & 12 took place on Tuesday 12 February. Wolf Pack, a voluntary resilience and goal setting program for Years 11&12 was trialled last year and is running once a week for 8 weeks from 3pm - 4.30pm. This was very well received by last year's participants and all said it had been beneficial. The Year 7 Student and Parents welcome BBQ was held from 5pm to 7pm on February 21. It was one of the biggest turnouts we have had.
- We held a Family Zone Cyber Safety Meeting on February 13. It was very well received by the parents present. The Year 11/12 Parent & Student information evening was held 18 February at ECU. Dr Justin Coulson, a leading expert on well-being, resilience and the impact of technology/social media will be presenting two free workshops for parents on 27&28 February at ECU Mount Lawley. The topic will be 'Screens and your Teens'. The Triple P Parenting Program will run in the staff room for three weeks starting on 20 February. It is targeted at parents who have students in Years 7,8 and 9.
- A number of the P&C parent sub-committees have met and planning is well underway for the P&C events of the coming year. As a school we are very privileged to have such an active P&C and I am very grateful for their efforts.
- 16 new staff have joined us this year including new graduates and experienced staff. Some are replacing staff on LSL and some are new appointments. Most are fixed term as we don't know the impact of the opening of Inner City College in 2019 and beyond. They will be teaching across the school in HASS, Literacy Support, English, Maths, HPE, Business, Science, Visual Arts/D&T and Home Economics.

6.3 President's Report

- Apologies for being time constricted due to work commitments in the latter part of 2018.
- Website has been updated.
- Email list is up and running.
- P&C email mailing list at 2,200 members, Mailchimp can only be used for free with under 1,000 members.
- John met with Lesley in week 1 and will be attending Coffee Club this week.
- Thank you to all office bearers, sub-committee supporters and meeting attendees for 2018.

6.4 Treasurer's Report

- Accounts are healthy. There are no outstanding payments. Sub-committee Treasurers have reconciled accounts.
- Books are being audited by Ian McCallum. Have been meeting with the auditor due to the change to electronic banking. Audited accounts will be ready for March meeting.

6.5 Music Report

- AGM was held on Thurs 14 February. The following office bearers were elected:
Convenor: Andrew Lippiatt
Secretary: Bernadette Bradley
Treasurer: Nirit Marom
Committee Members: Emily Morgan, Shelley Tudor, Stephen Molloy, Amanda Humphreys, Michelle DeRozario.
- Michael Forster was thanked for his excellent work as Treasurer over the past number of years.
- The main areas of effort focussed on by the MSC in 2018 are as follows:
 - Organised, funded and ran 5 main concerts.
 - Music and Languages Soiree March 21.
 - 2 x Classical concerts at Geoff Gibbs Theatre (19 June & 4 September)
 - 2 x Contemporary concerts. 1 in Tricycle Theatre (2 August & 30 November) and 1 at Sundowner
 - Funded Music Department Admin Assistant (Ed. Dept. employee). 3 days per week.
 - Continued to procure equipment for Music Dept, including: Soprano Saxophone, Recording equipment, Compactus for Music Library, Smoke machine, Guitar & Bass amps, Speakers of various sizes, Conductors Podium & Stool, Music Scores, Cello Racks, LED lights, Photographic Canvasses, Midi keyboard. Also funded maintenance to variety of music equipment, such as piano tuning.
 - Provided funding to support Music ATAR students.
 - Supported the Lawley Art Auction fundraiser.
- The Committee envisages that 2019 will run in a similar pattern.
- Music & Languages Soiree – Thurs March 21
- 2 x Classical concerts at Geoff Gibbs Theatre, dates TBA but likely to occur in June & September
- 2 x Contemporary concerts, the first in Tricycle Theatre, the latter at the Music Sundowner. Dates TBA but likely to occur in August & November.
- Confirmed dates will be communicated to P&C as they come to hand from the Music Department.
- Compared to same time last year, the MSC cash position has declined by approximately \$20,000.
- **Music Treasurer's report for meeting on 14 February.**

Cash balance	\$40,516.13
add Term deposit	\$16,314.84
less Committed funds	<u>\$22,446.00</u>
Available funds	\$34,411.97
- Available funds are still very healthy
- Deposits \$828.47 include all cash concert door sales and reimbursement of sound tech paid by school
- Expenses \$21,305.86 include Music Admin wages for 2019, Sundowner food and drinks, Music ATAR scholarships and saxophone
- Invoice 31856 requires an additional \$2,850.60 to cover shortfall in motions 133 and 157
- Motions to be reviewed to see what is complete and can be closed
- Xero balance is out by \$1.90. The interest from May 2018 was not transferred. This has been brought to the attention of Scott Johnson a number of times, still waiting for it to be actioned.
- Detail of operations for 2019

Receipts	\$37,599.63
less Expenses	<u>\$48,204.82</u>
Net Deficit	(\$10,605.15)

6.6 Languages Report

- Our long-time Convenor, Wayne, held his last meeting end of last year, as his son at MLSHS has now graduated. Thank-you so much to Wayne for all the amazing time and effort he put into the Committee.
- Our AGM will be held at our next meeting, week 6 of this term.
- Our opening bank balance for 2019 is: \$3,128.55, with no outstanding payments.
- 2018 saw us involved in a variety of events, including:
 - Attending Music/Language Soiree
 - Providing funding and volunteer helpers for the Language Expo. This was a very vibrant event with a high student and wider community participation.
 - Holding our 2nd fund-raising cooking class – chocolate making – again a great community event with much fun.
- We extended our Language Awards from the previous year, presented at the final assembly, 1 for each of year 7 to 10, for effort and enthusiasm, for each of the languages: Chinese mainstream, (named the “Anita and Geoff Awards”), Italian mainstream, French and Japanese. (Note Korean had significant external funding already, so was not included).
- We are looking forward to being able to assist the Language Department over the upcoming year, with the Music/Language Soiree soon, followed by the new format of a combined Languages and Arts Festival.

6.7 SVAPA Report

- Good start for first meeting of the year. AGM will be held next week.
- \$29,384 in account, \$23,475 committed funds leaving \$5,900 to be used.
- Committed \$700 to Arts/Languages Day. Will be setting up fairy floss stall.
- Improv group coming in to work with students.
- Purchasing Yoga mats.
- Year 8 Midsummer Night’s Dream production will have a gymnasium theme. Funding an assistant director for the production.
- SVAPA Year 7/8 camp will be week 9.
- Information night for year 6 students will be held 26 March.

6.8 GAT Report

- Our first meeting was held on 20 February, 2019. It was a really positive and constructive meeting.
- 2019 GAT Committee
Convenor: Rosanna Fanciulli, Secretary: Darren Thompson, Treasurer: Anja Hermann, Teacher Rep: Louise Chapman, Member: Amanda McLaughlin.
- We have launched our major fundraiser for 2019.
LazerBlaze Event 6 - 9pm Sunday, 14 April, 2019.
- School jackets remain a concern. We believe that the current poor quality, quickly-destroyed blazers are being replaced with a new design. However, they are not yet in the uniform shop. The shop’s staff inform me that they have had many complaints and queries from parents on this issue. With some parents buying at least two jackets a year so their students are respectfully dressed in clean, tidy school uniforms. We would be grateful to be kept informed on this topic.
- Mike Camilleri responded that the new jackets should be ready and in the Uniform Shop before the cooler weather starts. New material should be more durable and water resistant.

6.9 Mt Lawley Performing & Visual Arts Centre Report

- The committee has not met since the last P&C meeting.
- As approved at the last P&C meeting of 2018, the committee was renamed the **Mount Lawley Performing & Visual Arts Centre Committee** of the Mount Lawley Senior High School Parents and Citizens' Association Inc.
- At the P&C meeting Lesley advised she had a response from the senior officers from the Dept of Education who indicated the Department does not have funds for the proposed facility. Lesley has arranged to meet Simon Millman, MLA and ECU representatives on 25 March 2019.
- The committee is currently in recess.
- No date has been set for the next committee meeting

6.10 Lawley Art Auction Report

- 1st meeting of the year held 12 February. Most positions filled.
- Working on artist invitation letters.
- Meetings will be held fortnightly and then weekly when closer to the auction.
- Art auction will be held on 15 June.

6.11 Finance Committee Report

- No report as representative was unable to attend meeting.

6.12 Health Committee Report

- No report as Committee does not meet until 27 February.

6.13 School Board Report

- No report as representative was unable to attend meeting.

7. CORRESPONDENCE

- Bank Statements
- P&C Voice
- Fundraising – various
- WACSSO asking for nominations for State Councillors for the Swan West electorate.

8. ANNUAL GENERAL MEETING – commenced 8:04pm

8.1 Minutes of Previous AGM

- Motion to move previous AGM minutes held on 26 February 2018.
Moved: Ben Harvey Seconded: Annaleise Grubisich Carried

• Business Arising from Minutes of Previous AGM

Nil

8.2 Election of Office Bearers and other Representatives for 2019

President declared all positions vacant and handed the Chair to the Principal.

P&C General Committee

- President – Randal Wells nominated John Pryor
Moved: Randal Wells Seconded: Lesley Street Carried
- Vice-President – Annaleise Grubisich self-nominated
Moved: Randal Wells Seconded: Lesley Street Carried
- Secretary – Ben Harvey self-nominated
Moved: Randal Wells Seconded: Lesley Street Carried
- Treasurer – Scott Johnson self-nominated
Moved: Randal Wells Seconded: Lesley Street Carried
- Minutes Secretary – Ben Harvey self-nominated
Moved: Randal Wells Seconded: Lesley Street Carried
- Committee Members – Self-nominations from Sharon Cockroft, Patricia Kritas, Randal Wells, Iain Bradley, Andrew Lippiatt.
Moved: Randal Wells Seconded: Lesley Street Carried

Principal handed Chair back to President.

8.3 Auditor's Report

- Motion to appoint Ian McCallum as auditor for 2019 if he is happy to continue.
Moved: Lesley Street Seconded: Annaleise Grubisich Carried

8.4 Account Signatories

- Signatories remain unchanged for 2019.

8.5 Delegate to the School Finance Committee

- Gary Cockroft self-nominated.
Moved: Scott Johnson Seconded: Randal Wells Carried

8.6 Delegate to the School Health Committee

- Caroline Sandell self-nominated.
Moved: Sharon Cockroft Seconded: Patricia Kritas Carried

8.7 Delegate to the School Board

- Randal Wells self-nominated.
Moved: Lesley Street Seconded: Andrew Lippiatt Carried

8.8 2 Delegates at WACSSO conference

- Postpone and nominate closer to event date.

8.9 Website and Email Coordinator

- John Pryor self-nominated.
Moved: Randal Wells Seconded: Sharon Cockroft Carried

8.10 Endorsement of members on the Music Support Committee 2019

- Endorse Convenor Andrew Lippiatt, Secretary Bernadette Bradley, Treasurer Nirit Marom, Teacher Representative Michelle deRozario, Committee Members: Emily Morgan, Shelley Tudor, Stephen Molloy, Amanda Humphreys.
Moved: Randal Wells Seconded: Annaleise Grubisich Carried

8.11 Endorsement of members on the SVAPA Support Committee 2019

- Carry over to next meeting – AGM in 2 weeks.

8.12 Endorsement of members on the Languages Support Committee 2019

- Carry over to next meeting – AGM this week.

8.13 Endorsement of members on the GAT Support Committee 2019

- Endorse Convenor Roseanna Fanciulli, Secretary Darren Thompson, Treasurer Anja Hermann, Teacher Representative Louise Chapman, Committee Member Amanda McLaughlin.

Moved: Iain Bradley Seconded: Scott Johnson Carried

8.14 Endorsement of members on the New Theatre Building Committee 2019

- Carry over to next meeting.

8.15 Endorsement of members on the Lawley Art Auction Committee 2019

- Convenor Carolyn Monaghan, Secretary Felicity Mason, Treasurer Rachelle Rose, Artist Coordinator Peta Kalaitzis, Publicity Amanda Humphreys, Sponsorship Annaleise Grubisich, Bar Coordinators Darren Moldrich and Andrew Lippiatt.

Moved: Anne Tumak Seconded: Scott Johnson Carried

9. GENERAL BUSINESS

- 9.1** Motion for the Mt Lawley Performing Arts and Visual Arts Centre Committee to be in recess.

Moved: Sharon Cockroft Seconded: Randal Wells Carried

- 9.2** Accurate minute taking for all committees and timely circulation of minutes of great importance. All events to be endorsed before event taking place for insurance purposes. All expenditure to be approved through the minutes.

- 9.3** Mailing lists for sub-committees to be run via Mailchimp. John will send out email for subscribers to sub-committees to join via Mailchimp. Each sub-committee to nominate Mailchimp coordinator. There will be a code of conduct for Mailchimp coordinators (appropriate emails). John will work with Mailchimp coordinators with code of conduct. There should be an unsubscribe option available for users. Music and SVAPA already have Mailchimp coordinators.

- 9.4** Facebook communication - discuss further at next meeting.

- 9.5** Motion for P&C to fund up to \$12,000 for 2019 Homework club.

Moved: Scott Johnson Seconded: Iain Bradley Carried

- 9.6** Motion for P&C to fund up to \$16,000 for 2019 Diary.

Moved: Scott Johnson Seconded: Iain Bradley Carried

- 9.7** Motion for P&C to allocate \$5,000 each to the GAT Language and Arts departments for the combined Arts/Languages festival.

Moved: Lesley Street Seconded: Scott Johnson Carried

- 9.8** Motion for the P&C to fund costs incurred by website mailing list coordinator involved with operating mailing lists, websites, etc.

Moved: Lesley Street Seconded: Annaleise Grubisich Carried

- 10. Next meeting – Monday 25 March 2019 at 7:00pm.**

- 11. Meeting closed at 9:00pm.**