



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

MINUTES for ANNUAL GENERAL MEETING

Held on Mon 24 February 2020 at 7:00 pm

In the Conference Room, Main Administration Building, Mt Lawley SHS

In the absence of President and Vice President, John Pryor was elected to chair the meeting.

1 REGISTRATION OF P&C MEMBERS

Members submitted completed forms and submitted \$1 membership fee to allow them to vote.

2 ATTENDANCE

Iain Bradley, Michael Camilleri, Brad Chugg, Kate Field, Helen Goldsmith, Neil Gregory, Ben Harvey, Irene Limnios, Andrew Lippiatt, Adrian Loh, Scott Johnson, Patricia Kritas, Simon Millman MLA, Leo Piccininni, John Pryor, Lesley Street (Principal), Randal Wells

3 APOLOGIES

Annaleise Grubisich, Roseanne Fanciulli

4 MINUTES OF PREVIOUS GENERAL MEETING

Motion to endorse minutes of previous meeting.

Moved Iain Bradley; Seconded Lesley Street; Motion passed

5 MATTERS ARISING FROM LAST GENERAL MEETING

5.1 Updated Minutes of 7 November Executive Committee meeting to be approved.

Moved Lesley Street; Seconded Kate Field; Motion passed.

5.2 P&C Funding Proposals – undercover seating

All completed; school to invoice P&C

5.3 School Lockers: currently on hold on recommendation of the Principal

Principal advised that she has asked for broken locks to be repaired and will report back to next meeting re reallocation to another class

5.4 Fathering Project (Andrew Paul) - No update

5.5 Changes to Incorporated Association Laws – P&C Constitution

On 6 December 2019 WACSSO advised that the Department of Mines, Industrial Relations and Safety had approved the MLSHS P&C 2019 Constitution and that it could now be implemented.

Noted that updated Terms of Reference already provided by SVAPA sub-committee.

John Pryor to put 2019 Constitution on P&C Website.

6 CORRESPONDENCE

- Letter from Simon Millman MLA to P&C President (undated)
- WACSSO email dated 6 December 2019 re approval of 2019 Constitution
- WACSSO P&C Voice (Term 4 2019)
- Scouts WA Recycling re Container Deposit Scheme
- Civiq promotion material re drinking fountain and bottle filling station
- Fundraising promotion material from Sweets on the Run, Tulips with a Difference, That Food Truck

7 2019 CONSTITUTION

Noted that P&Cs that are registered with the Australian Charities and Not for Profit Commission (ACNC) must upload the new constitution via the ACNC Portal (Scott Johnson to action).

8 REPORTS

8.1 *School Principal*

- 1886 funded students although Census not yet finalised; extra numbers have placed pressure on traffic on Woodsome Street and school has contacted both the police and City of Stirling to assist with management.
- 16 new teachers and an additional 0.4 psychologist.
- Pleasing 2019 Year 12 cohort results with some excellent individual performances including one Certificate of Excellence, 10 Certificates of Distinction and 37 Certificates of Credit. MLSHS ranked 32nd overall and 7th of all public schools. Median ATAR of 92.95 the highest since 2009.
- 90s Club Assembly on Friday 14 February with 37 inductees.
- Short visit on Monday 17 February 2020 from Premier, Minister for Education, local MLA and MLC and Department of Education's Director General to turn the sod for the new STEM building. Premier was complimentary about the school and its results.
- Feel privileged and grateful to have such an active P&C supporting our students.
- We have a number of events early in the term including Year 11/12 Parent Information evening, the Year 7 BBQ, the Year 9 Parent evening and on Thursday we have the 40th Anniversary of the teaching of Mandarin Celebration with the Chinese Consul General Madam Dung in attendance. Next Thursday is the Year 10 Parent Information evening.

8.2 *President*

- No report

8.3 *Treasurer – including Audited Accounts*

- Summary of finances circulated with agenda and tabled at meeting
- Auditor continuing to offer services for free
- Have been quite successful in spending P&C funds
- Anticipated costs including homework club, WACSSO invoice and thank you for the auditor

Motion to accept Treasurer's report

Moved Scott Johnson; Seconded Randal Wells; Motion passed

8.4 *Music Support Committee*

Committee Members for 2020: Convenor: Andrew Lippiatt, Secretary: Bernadette Bradley, Treasurer: Nirit Marom, Emily Morgan, Amanda Humphreys, Michelle deRozario, Shelley Tudor, Catherine Tabi, Ashish Acharya, Sue McLennan, Haslinah van Meeteren, Leonie Tanner, Rebecca Thomson.

Motion to endorse the proposed MSC sub-committee members

Moved Randal Wells; seconded Iain Bradley; Motion passed

8.5 *Languages Support Committee*

- No report

8.6 SVAPA Support Committee

Treasurers Report as at 19 February 2020:

- Bank Balance - \$29,179.48
- Funds Committed - \$20,570.00
- Available Funds - \$8,609.48

Meeting held on 19 February with following motions passed for SVAPA funding:

- SVAPA admin assistant for up to \$3,500 for 2020
- "The Big Hoo Ha!" up to \$750 for the Language and Arts festival
- Junkadelic up to \$750 for the Language and Arts festival
- \$600 for 35 t-shirts
- \$800 for SVAPA bags

AGM to be held at 2nd SVAPA meeting on 18 March 2020

8.7 GAT Support Committee

- Roseanna Fanciulli emailed advice that the GAT AGM will be held on Wednesday 26 February 2020

8.8 Mount Lawley Performing & Visual Arts Centre Committee

- Remains in abeyance pending further developments

8.9 Lawley Art Auction

- First meeting on Tuesday 25 February which will be appointing positions;
- First meet and greet two weeks ago

8.10 Finance Committee

- No report; noted that school finances are not a matter for the P&C

8.11 Health Committee

- No report

8.12 School Board

School Board Meeting No. 1/2020 was held Monday 17 February 2020 at 5.30 pm.
Selected matters from the Board meeting:

- Board membership update:
 - Parent/ Carer Representative (elected by parents): Jane Forwards' position has become vacant due to expiry of the 2-year term and she is not seeking re-election. EOIs for the vacant position closed 19 February 2020 and will be followed by an election.
 - Community Representatives (elected by the Board): All Board Members were happy for incumbent community members, Dr Jenny Fay and Cameron Brook to continue.
 - Staff Representative (elected by staff): Mike Camilleri's term has expired. An election will follow.
 - Student Representatives (elected by students): Emily Mazalevsksis's term has expired. Sebastian Hensley steps up into her position as the year 11 representative. A Year 10 student will be nominated.
 - P&C Representative (elected by P&C members): To be nominated by P&C following election at the P&C AGM.
 - The Board thanked the outgoing members.

- Charges and Voluntary Contributions at 31 December 2019:
 - Year 7-10 Voluntary Charges 67.11%.
 - Year 7-10 Compulsory Charges 83.79%
 - Year 11-12 Compulsory Charges 78.03%
 - Charges and voluntary contributions are still being chased and payment plans are still coming in.
- A Funding Application Request for 5 x Lego EV3 Kits was received and approved by the Finance Committee.
- The new “mobile free” policy during school hours was discussed.
 - The Staff Representative noted that students were interacting more with each other and with the teachers during lunch and recess.
 - The policy does not permit Apple Pay at the canteen; however, bank cards are accepted at the canteen.
- Simon Millman MLA attended the Board meeting. He asked for the Board and general constituents to keep up the pressure on him on issues affecting the school. For example, the future of ECU, the impact of the new Bob Hawke College and the proposed Mount Lawley Visual & Performing Arts Centre.
- The next Board meeting is scheduled for Monday, 16 March 2020 at 5:30pm in the Warren Daniel Conference Room, MLSHS.

Simon Millman MLA advised that he attended the Board meeting as he is keen to receive suggestions/motivations/ letters of support etc from parents/community in support of the proposed Mount Lawley Performing & Visual Arts Centre and any other facilities parents/ the community may feel are necessary, particularly having regard to potential for WAAPA to move to the city. He has expressed his view to the Government that having WAAPA in Mt Lawley is a good thing but noted that this will be an independent decision that will have an impact either way on the school.

9 ANNUAL GENERAL MEETING

9.1 Election of Office Bearers and other Representatives for 2020

President

Randal Wells nominated John Pryor; Seconded: Lesley Street
No further nominees; elected unopposed

Formal acknowledgement of Annaleise Grubisich was noted for taking on the role of President after John Pryor stepped down last year and for the transition to the new Constitution

Lesley Street to draft letter of acknowledgement on behalf of the P&C

Vice-President

Iain Bradley self-nominated
Patricia Kritas self-nominated

Patricia Kritas elected as Vice-President

Secretary

Iain Bradley nominated Ben Harvey; Seconded: Lesley Street
No further nominees; elected unopposed

Treasurer

Ben Harvey nominated Scott Johnson; Seconded: Patricia Kritas
No further nominees; elected unopposed

Committee Members

Self-nominations from Helen Goldsmith, Irene Limnios, Andrew Lippiatt, Iain Bradley, Adrian Loh, Kate Field and Leo Piccininni

No further nominees; elected unopposed

Noted that the position of Minutes Secretary that previously was part of the P&C Executive Committee doesn't exist within the 2019 Constitution and that therefore would not be voted on.

Noted that elected members of the Executive Committee to take office at the rising of the Annual General Meeting

9.2 Accounts Auditor

Motion: that Ian McCullum be reappointed

Moved: Scott Johnson; Seconded: Randal Wells; Passed.

9.3 Bank Account Signatories

Approved Signatories: Scott Johnson, John Pryor, Patricia Kritis, Ben Harvey

9.4 Delegate to the School Finance Committee

Noted that the Principal appoints a parents' representative at her discretion and that the P&C does not elect a delegate; to be removed from future agendas

9.5 Delegate to the School Health Committee (SHC)

Principal advised that the SHC is chaired by the school's Healthy Active Coordinator (HAC) and has been in abeyance since the resignation of the previous HAC (Suzie Barnes)

Principal will advise P&C at its next meeting who the new HAC is.

9.6 Delegate to the School Board

Randal self-nominated; no further nominations; elected unopposed

9.7 Delegate at WACSSO Conference

To be deferred to future meeting

9.8 Web Site Coordinator

John Pryor self-nominated to coordinate mailing lists; elected unopposed

Andrew Lippiatt self-nominated to coordinate the website; elected unopposed.

9.9 Endorsement of Members of the Music Support Committee for 2020

See above

9.10 Endorsement of Members of the SVAPA Support Committee for 2020

To be determined at future meeting

9.11 Endorsement of Members of the Languages Support Committee for 2020

To be determined at future meeting

9.12 Endorsement of Members of the GAT Support Committee for 2020

To be determined at future meeting

9.13 Endorsement of Members of the Mount Lawley Visual & Performing Arts Centre Committee for 2020

Noted that this Committee currently in abeyance

9.14 Endorsement of Members of the Lawley Art Auction Committee for 2020

To be determined at future meeting

10 GENERAL BUSINESS

10.1 Payment of annual WACSSO membership fee of \$1500

Motion that the annual WACSSO membership fee should be paid

Moved: Iain Bradley; Seconded: Patricia Kritis; motion passed

- 10.2 Updating of Reimbursement Request Form
Ben Harvey to forward Annaleise Grubisich's email re this to John Pryor
- 10.3 School Board has years 10 and 11 rep; doesn't have Year 12 rep as is the busiest year
Noted that Jack Carter, Year 11 student, would like to attend P&C meetings and provide a student perspective to the P&C
Agreed that there would be merit in this and that could include a standing agenda item to this effect
Patricia Kritas to seek advice from WACSSO and report back to the next meeting
Principal to further discuss with Jack Carter
- 10.4 Purchase of additional table tennis table
Noted that the P&C has purchased three table tennis tables last year which are now being well utilised
Principal to organise purchase of a fourth table tennis table and will bring a motion to the next meeting for the P&C to pay for the table tennis table.
- 10.5 Bike racks
Noted that there has been an impact on access to bikes due to construction being undertaken
Michael Camilleri advised that builders were scheduled to build new bike rack in first term holidays; in interim, have asked them to build temporary enclosure which will increase capacity by 60-70 bikes; waiting for racks to arrive from eastern state and due to arrive Wed-Thu this week
- 10.6 New theatre
Simon Millman MLA requested parents to email him at as to the need for a new performing arts centre to meet existing and future demand; report provided by the Performing Arts Centre committee has been of great assistance and no further information as to technical requirements is required at this stage; don't know when ECU will make its decision as to whether will move to the CBD or stay in Mt Lawley. ECU is targeting international students and considers that the Mt Lawley campus is too far away from the CBD.
Noted that the quality of performing arts students/SVAPA program requires a specific Centre designed to meet needs.
Noted that most students are domestic and all international students that SM spoken to have identified WA specific experience including the type of campus that ECU Mt Lawley offers; noted that it is also a strategic education institution and campus.
Parents to email Simon at simon.millman.mla@mp.wa.gov.au.
Principal noted that MLSHS is the only Band 1 or 2 SHS in the State that doesn't have a dedicated PA Centre and that Simon is a very passionate public advocate for a new Centre
Parents in John Carey's electorate also encouraged to email John at john.carey@mp.wa.gov.au.

11 DATE OF NEXT GENERAL MEETING - Mon 23 March 2020 at 7pm

12 MEETING CLOSED - at 8.56pm

Profit and Loss

Mount Lawley Senior High School P&C For the year ended 31 December 2019

Committee is General....

2019

Trading Income

Memberships/Other	19.00
Parent Contributions	3,584.73
Total Trading Income	3,603.73

Gross Profit

3,603.73

Operating Expenses

Equipment	7,102.00
Fee - Xero	945.00
Fees	1,447.69
Other	100.00
Special Projects	23,495.76
Stationery & Sundries	35.00
Wages and Salaries	8,529.78
Total Operating Expenses	41,655.23

Net Profit

(38,051.50)

General Transactions

Mount Lawley Senior High School P&C

For the period 1 January 2019 to 31 December 2019

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
General								
Opening Balance				40,811.32	-	40,811.32	-	-
15 Jan 2019	Spend Money	Bank Fees		-	10.45	40,800.87	(10.45)	-
3 Feb 2019	Spend Money	Cloudifi		-	37.50	40,763.37	(37.50)	-
3 Feb 2019	Spend Money	office works		-	1,705.00	39,058.37	(1,705.00)	-
3 Feb 2019	Spend Money	Cloudifi		-	37.50	39,020.87	(37.50)	-
26 Feb 2019	Receive Money	Membership		19.00	-	39,039.87	19.00	-
10 Mar 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	39,002.37	(37.50)	-
10 Mar 2019	Spend Money	Cloudifi Pty Ltd		-	412.50	38,589.87	(412.50)	-
15 Mar 2019	Spend Money	Bank Fees		-	2.20	38,587.67	(2.20)	-
26 Mar 2019	Spend Money	Cloudifi Pty Ltd		-	82.50	38,505.17	(82.50)	-
26 Mar 2019	Receive Money	Contributions		3,584.73	-	42,089.90	3,584.73	-
2 Apr 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	42,052.40	(37.50)	-
15 Apr 2019	Spend Money	Bank Fees		-	4.40	42,048.00	(4.40)	-
15 Apr 2019	Spend Money	Bank Fees		-	2.00	42,046.00	(2.00)	-
8 May 2019	Spend Money	Mount Lawley Senior High School		-	16,000.00	26,046.00	(16,000.00)	-
8 May 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	26,008.50	(37.50)	-
15 May 2019	Spend Money	Bank Fees		-	2.75	26,005.75	(2.75)	-
30 May 2019	Spend Money	WASSCO		-	1,368.41	24,637.34	(1,368.41)	-
7 Jun 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	24,599.84	(37.50)	-
12 Jun 2019	Spend Money	Art Festival		-	44.83	24,555.01	(44.83)	-
12 Jun 2019	Spend Money	Art Festival		-	389.57	24,165.44	(389.57)	-
12 Jun 2019	Spend Money	Art Festival		-	86.16	24,079.28	(86.16)	-
12 Jun 2019	Spend Money	Art Festival		-	135.19	23,944.09	(135.19)	-

General Transactions

DATE	SOURCE	DESCRIPTION	REFERENCE	DEBIT	CREDIT	RUNNING BALANCE	GROSS	GST
12 Jun 2019	Spend Money	Art Festival		-	450.75	23,493.34	(450.75)	-
12 Jun 2019	Spend Money	Art Festival		-	5,679.55	17,813.79	(5,679.55)	-
12 Jun 2019	Spend Money	Art Festival		-	236.90	17,576.89	(236.90)	-
12 Jun 2019	Spend Money	Art Festival		-	350.00	17,226.89	(350.00)	-
17 Jun 2019	Spend Money	Bank Fees		-	7.70	17,219.19	(7.70)	-
22 Jun 2019	Spend Money	Art Festival		-	68.00	17,151.19	(68.00)	-
22 Jun 2019	Spend Money	Art Festival		-	54.81	17,096.38	(54.81)	-
15 Jul 2019	Spend Money	Bank Fees		-	34.93	17,061.45	(34.93)	-
24 Jul 2019	Spend Money	Mt Lawley SHS	Inv 33808	-	4,264.89	12,796.56	(4,264.89)	-
24 Jul 2019	Spend Money	Scott Treasure reimburse	Table Tennis Purchase	-	5,397.00	7,399.56	(5,397.00)	-
25 Jul 2019	Spend Money	Scott Treasure reimburse	Auditor Gift	-	100.00	7,299.56	(100.00)	-
26 Jul 2019	Bank Transfer	Bank Transfer from General to Music		-	500.00	6,799.56	(500.00)	-
4 Aug 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	6,762.06	(37.50)	-
4 Aug 2019	Spend Money	Cloudifi Pty Ltd		-	37.50	6,724.56	(37.50)	-
15 Aug 2019	Spend Money	Bank Fees		-	3.85	6,720.71	(3.85)	-
4 Sep 2019	Spend Money	Cloudifi Pty Ltd	Inv 3642	-	37.50	6,683.21	(37.50)	-
16 Sep 2019	Spend Money	Bank Fees		-	2.75	6,680.46	(2.75)	-
24 Sep 2019	Spend Money	John Pryor	Reimbure IT	-	35.00	6,645.46	(35.00)	-
9 Oct 2019	Spend Money	Cloudifi Pty Ltd	inv 3695	-	37.50	6,607.96	(37.50)	-
15 Oct 2019	Spend Money	Bank Fees		-	3.85	6,604.11	(3.85)	-
6 Nov 2019	Spend Money	Cloudifi Pty Ltd	Inv 3789	-	37.50	6,566.61	(37.50)	-
15 Nov 2019	Spend Money	Bank Fees		-	1.65	6,564.96	(1.65)	-
4 Dec 2019	Spend Money	Cloudifi Pty Ltd	INV 3852	-	37.50	6,527.46	(37.50)	-
4 Dec 2019	Spend Money	Mt Lawley SHS	inv 33911 Mot 9.5	-	4,264.89	2,262.57	(4,264.89)	-
16 Dec 2019	Spend Money	Bank Fees		-	2.75	2,259.82	(2.75)	-
Total General				3,603.73	42,155.23	2,259.82	(38,551.50)	-
Closing Balance				2,259.82	-	2,259.82	-	-
Total				3,603.73	42,155.23	(38,551.50)	(38,551.50)	-

Profit and Loss

Mount Lawley Senior High School P&C For the year ended 31 December 2019

2019

Trading Income

Donations	2,100.00
Interest Income	369.07
Memberships/Other	19.00
Parent Contributions	4,375.23
Refunds/Creditors	797.18
Sales/Fundraising	106,849.64
Total Trading Income	114,510.12

Gross Profit

114,510.12

Operating Expenses

Equipment	37,317.60
Fee - Xero	945.00
Fees	3,763.22
Fundraising	21,692.25
Insurance/Memberships	152.00
Other	2,489.82
Refunds>Returns	38,389.69
Special Projects	30,138.61
Stationery & Sundries	35.00
Supplies	12,096.80
Wages and Salaries	14,972.18
Workshops	1,930.00
Total Operating Expenses	163,922.17

Net Profit

(49,412.05)