



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

GENERAL MEETING MINUTES

Monday 30 November 2020

1 Meeting opened at 7.02pm

John Pryor, Patricia Kritas, Michael Camilleri, Iain Bradley, Helen Goldsmith, Tina Ho, Randal Wells, Ben Harvey

Observer: Justin Cvitan

2 APOLOGIES

Lesley Street, Kate Field, Andrew Lippiatt and Irene Limnios.

3 CONFLICTS OF INTEREST

Nil

4 MINUTES OF GENERAL MEETING

Confirmation of 26 October 2020 meeting minutes: To be confirmed at 2021 AGM

5 MATTERS ARISING

5.1 Road crossing issues (JP)

No update

5.2 Bench with memorial plaque to Jennifer Barrie (MC)

Have identified several potential places to place interim plaque until have identified permanent location for the proposed bench

5.3 2021 school diaries (MC)

Quotes for potential costs for diaries for Year 7 & 8 students only.

Quotes tabled for:

1. 800 students (Years 7 & 8 only, 350 in each year) at approximately \$9.50 per diary, total cost \$9,600
2. 2,200 students (whole of school) – cost is 8.70 per diary - \$19,100

Discussion of merits of Yrs 7 & 8 vs all students

Motion: support Years 7 & 8 diaries up to \$10,000

Moved: Randall Wells; Seconded Patricia Kritas; Motion passed

5.4 Proposed meeting dates (John Pryor)

Posted on P&C website

JP to forward sub-committee dates to Michael Camilleri

5.5 Staff morning tea (HG)

Approximately 100 teachers split 1/3 (Years 7&8) and 2/3 (Years 9-12)

Will be providing separate catering for the two groups of teachers.

Have some contributions from parents but need more.

6 REPORTS

6.1 School Principal (MC)

- Year 12 Awards night at Convention Centre – went longer than usual and will review format next year if to be held at the CC again.

6.2 President (John Pryor)

- Attended Year 12 Awards night at Convention Centre – was a good night

- 6.3 Vice-President – WACSSO (PK)
- WACSSO survey
 - Noted the substantial contribution of the 5 active sub-committees
- 6.4 Treasurer (Tina Ho)
- P&L for P&C General Committee as at 25/11/20: 24,442.17
 - Net profit: \$11,297.81
 - Payments for self-defence classes
 - 2021 potential commitments noted:
 - 2021 Teacher Homework Club (2020 – \$4,264.89)
 - Year 2020 diaries – \$10,000
 - Future audit thank you – \$100.00
 - Future WACSSO annual invoice – \$1,500.00
 - Self Defence (4 courses for 2021) – up to \$2,400.00
 - JP will ask school for number of families (as against students) that attend the school
 - Will be liaising with JP and auditor in relation to audit of P&C accounts including access to Xero and info required for the audit; will determine whether need to use Cloudify to assist the auditor in accessing Xero accounts
 - Have received accounts for diaries and benches.
JP noted that should have been charged to the uniform shop funds; JP to provide copies of invoices and the minutes to MC.
- 6.5 Secretary – Correspondence In/Out (Ben Harvey)
- WACSSO P&C Voice
- BH's contribution as Secretary noted
- 6.6 Music Support Committee (Andrew Lippiatt emailed report to Secretary)
- MSC to liaise with the School and make contact with the Barrie family re Jennifer Barrie Memorial; Motion 218 was passed to allocate up \$1000 the fund the project.
 - Motion 220 was passed to spend up to \$300 for bassoon reeds for student rehearsals.
 - One of the School's timpani has a broken leg. In Week 10, members of the MSC will investigate to see if the leg can be repaired. If not, a new timpani needs to be purchased; Motion 221 was passed to allocate up to \$4,500 to either repair the timpani or replace it.
 - Planning was done to organise the upcoming "Sundowner" Contemporary Concert this Friday 4 Dec, 5:30pm – 8:00pm. A sausage sizzle and refreshments will be provided; Motion 222 was passed to spend up to \$2000 for catering for the Sundowner event.
 - JP to check with Andrew Lippiatt as whether concert open to all parents to attend
- 6.7 Languages Support Committee - No report
- 6.8 SVAPA Support Committee (Iain Bradley)
- Balance: \$19,000
 - Available funds: \$5,723
 - Years 7&8 art exhibition at MSC "Sundowner" Contemporary Concert on 4 December with parents assisting
 - Year 7s attending Oklahoma this Thursday
 - Years 7&9 will be attending 2021 PIAF events
 - Two SVAPA camps in 2021 – Years 7&8 and Years 8&9

6.9 GAT Support Committee - No report

6.10 Lawley Art Auction Committee (MC)

Committee planning approach for 2021.

6.11 Performing & Visual Art Centre Committee (in recess)

6.12 School Board (Randal Wells)

Report from 16 October meeting

- School suspension report – student reps reported that students aware of consequences of poor behaviour and feel that the school manages disciplinary actions quite well.
- Charges and voluntary contributions as of 31 October 2020:
 - Year 7-10 Voluntary Charges 57.83% (65.80% at same time in 2019)
 - Year 7-10 Compulsory Charges 83.43% (77.99% at same time in 2019)
 - Year 11-12 Compulsory Charges 69.75% (66.83% at same time in 2019)
- Student Representatives reported on various matters. Notable highlight was Year 7 Girls' 4x100m Relay Team which broke the record with a time of 53.94 seconds at the Inter-school Athletics Carnival.
- Public-School Review Report – school was “Commended” in each of the categories.
- Board Meeting Dates for 2021 noted.
- Next Board meeting: 15 February 2021

6.13 Student representative

- No report
- Will find out next year whether will have a student representative (noting that Jack Carter is Head Boy in 2021)

7 GENERAL BUSINESS

7.1 Self-Defence Classes (TH)

- Additional classes have been held in November – key objectives achieved, positive feedback from both students and parents
- Instructor willing to commit to four courses in 2021
- Need to consider: 1. Future funding. 2. Whether to allocate 1 of the 4 courses to boys. 3. Proposed dates
- Will give priority for those who haven't previously done the course
- Re potential boys class, need to also factor in appropriate age for the class; TH to discuss with instructor the most effective age group for boys and bring back to next meeting for further discussion/decision as to target age group, advertising and potential dates
- MC to provide calendar to JP to assist in identifying date

Motion: That the P&C fund four (one per term) self-defence classes up to a total of \$2,400 for 2021.

Moved: PK; Seconded: IB; Motion passed

8 DATE OF NEXT MEETING

2021 Annual General Meeting – Monday 22 February 2020 at 7:00 pm.

9 MEETING CLOSED

Meeting closed at 8.30pm

10 APPENDICES

10.1 Treasurer's Report

10.2 Self-Defence Classes Report

Treasurer's Report

Monday 30 November 2020

1. P&L's for General P&C, All Committees and Xero Dashboard as at 25 November 2020 are attached.
2. November 2020 Self Defence Course paid in Xero (\$500).
3. THE GENERAL P&C HAS THE FOLLOWING COMMITMENTS For 2020:
 - 2021 Teacher Homework Club (2020 - \$4,264.89) (??)
 - Year 2020 diaries (This will come from uniform shop) \$15,000
 - Future audit thank you \$100.00
 - Future WACSSO annual invoice \$1,500.00
 - Self Defence (4 courses for 2021) up to \$2,400.00

For better looking printed reports, use the Export > Print PDF function

Profit and Loss

Mount Lawley Senior High School P&C
For the year ended 31 December 2020

2020

Trading Income

Interest Income	2.87
Memberships/Other	8.00
Parent Contributions	40,576.87
Sales/Fundraising	2,517.56
Total Trading Income	43,105.30

Gross Profit

43,105.30

Operating Expenses

Equipment	6,865.05
Fee - Xero	426.00
Fees	1,022.29
Other	1,952.90
Refunds>Returns	1,315.00

Reimbursement	7,870.00
Scholarship	700.00
Special Projects	4,867.27
Supplies	2,251.84
Wages and Salaries	4,264.89
Workshops	272.25
Total Operating Expenses	31,807.49
Net Profit	11,297.81

For better looking printed reports, use the Export > Print PDF function

Profit and Loss

Mount Lawley Senior High School P&C

For the year ended 31 December 2020

Committee is General.	⋮
	2020
Trading Income	⋮
Memberships/Other	8.00
Parent Contributions	31,014.60
Total Trading Income	31,022.60
Gross Profit	31,022.60
Operating Expenses	
Fee - Xero	426.00
Fees	1,017.29
Reimbursement	100.00
Special Projects	500.00

Wages and Salaries	4,264.89
Workshops	272.25
Total Operating Expenses	6,580.43
Net Profit	24,442.17

Access tools and advice to help your business through COVID-19.

[Go to Xero Central](#)

Mount Lawley Senior High Schoo...

Dashboard

Business

Accounting

Contacts

TH

Mount Lawley Senior High School P&C

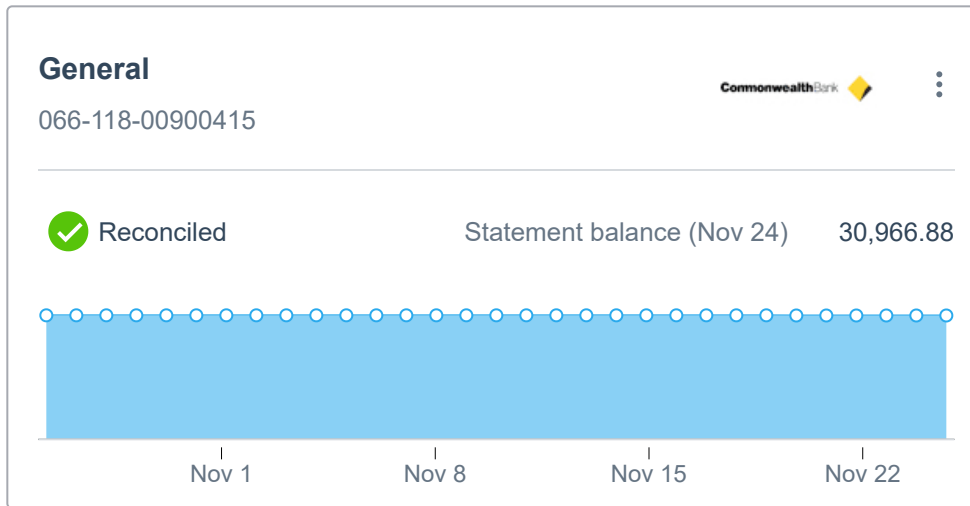
Your last login: [8 days ago](#) from Australia



The Xero Dashboard is an instant health check for your business ✕

Check out our [short video](#) to quickly see how it works

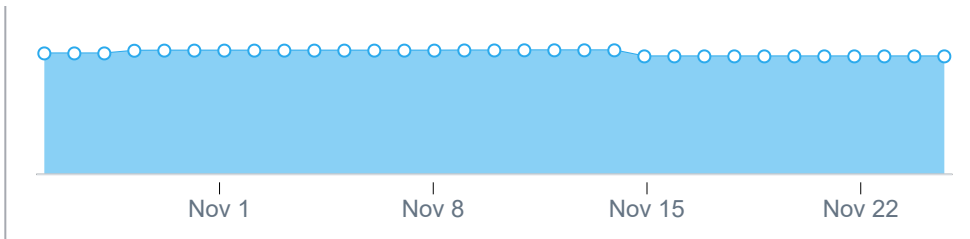
See our [help article](#) to learn more



SVAPA CommonwealthBank



066-118-10137482

Why is this different?	Balance in Xero	20,625.68
	Statement balance (Nov 24)	21,685.18



Languages

066-118-10264430

CommonwealthBank  



[Why is this different?](#)

Balance in Xero	3,169.05
Statement balance (Nov 24)	4,636.32

A line chart with a light blue shaded area below the line. The line is nearly horizontal, indicating a stable value over time. The x-axis has labels for Nov 1, Nov 8, Nov 15, and Nov 22. There are 24 data points along the line.

Music

066-118-10218602

CommonwealthBank  

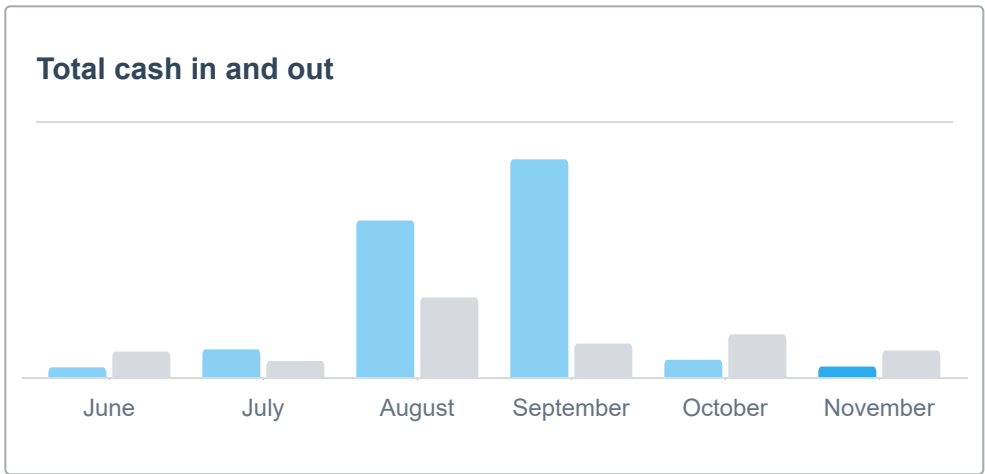
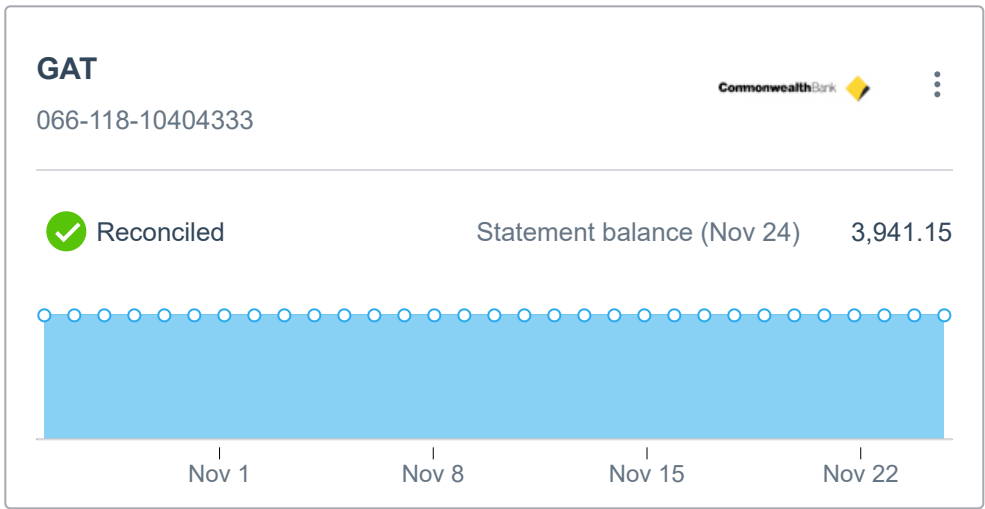
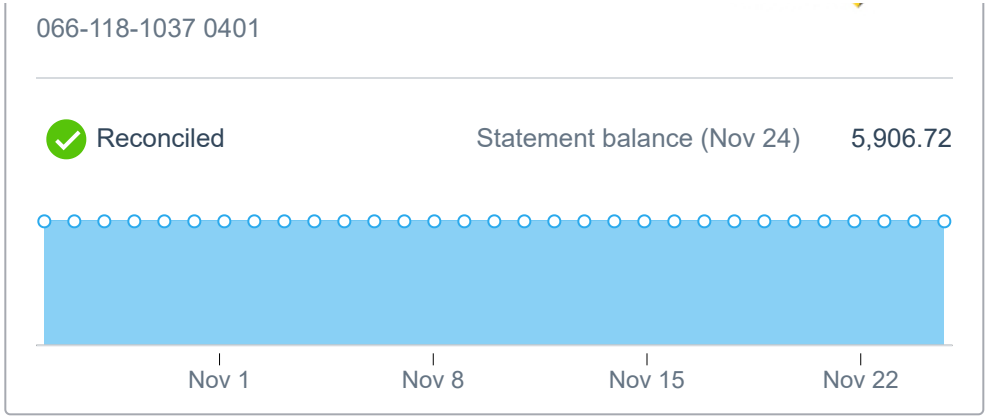
[Reconcile 2 items](#)

Balance in Xero	35,920.51
Statement balance (Nov 24)	35,920.82

A line chart with a light blue shaded area below the line. The line is nearly horizontal, indicating a stable value over time. The x-axis has labels for Nov 1, Nov 8, Nov 15, and Nov 22. There are 24 data points along the line.

Art Auction

CommonwealthBank  



Invoices owed to you

[New sales invoice](#)

Draft invoices	0.00
Awaiting payment	0.00
Overdue	0.00

Older15-21 NovThis week29 Nov-5 Dec6-12 DecFuture

Bills you need to pay

[New bill](#)

Draft bills	0.00
1 Awaiting payment	500.00
Overdue	0.00



Older15-21 NovThis week29 Nov-5 Dec6-12 DecFuture

Expense claims

Expense claims

[New receipt](#)

Your draft claim	0.00
All draft & submitted	0.00
0 To review	0.00
0 To repay	0.00

[Edit dashboard](#)

Self-Defence Training Course Report

Background:

The pilot course approved by the P&C took place on three consecutive Tuesdays 10/17/24 November 2020 from 4 pm to 5 pm, at Yoseikan-Ryu Dojo at 9 Stanford Way, Malaga with the attendance of 20, 16 and 17 students per session, respectively.

In summary, the outcome was fantastic, with students committed to learning the skills while having an enjoyable time with their friends. They seemed more relaxed and expressive as each session went by, and they picked up quite a few self-defence techniques.

Learning objectives:

The students learned how to:

- Stay safe and be aware of their surroundings;
- Recognise potentially dangerous situations;
- Use words and actions to protect themselves;
- Perform basic strikes and kicks; and
- Build confidence

The learning objectives were achieved throughout the three lessons with a good ratio of 1 instructor to 2-3 pairs. The students practiced the demonstrated moves in a safe and enjoyable environment. There were clear differences between the first lesson and the last lesson, with a noticeable increase in the display of positive energy, enthusiasm, and skill level.

Feedback

Positive feedbacks from parents and students (mostly year 9's).

2021 Proposed Plan:

- Proposed 2021 courses: 4 (1 per term)
- Proposed years: 12, 11, 10 & 9 girls and a pilot class for boys (To be discussed). One is on waiting list for 2021 as request to join in last class was not considered beneficial.
- Proposed dates: To be discussed.
- Participants who have already attended the course can apply to redo it, but priority will be given to students who have not yet attend the course.

