



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

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

## MINUTES OF GENERAL MEETING

Mon 28 October 2019

Conference Room, Main Administration Building, Mt Lawley SHS

### 1 WELCOME AND OPENING REMARKS (Chair) 7.02pm

1.1 Meeting opened at 7.02pm; the Chair welcomed members:

Attendees: Annaleise Grubisich, Sharon Cockroft, Iain Bradley, Randal Wells, Darren Thompson, Michael Camilleri, Anne Tumak, Andrew Lippiatt, Ben Hermann, Ben Harvey, Susie McGough

1.2 Apologies: Lesley Street, Scott Johnson, Patricia Kritas, John Pryor

1.3 Confirmation of Agenda: agenda items add re 2020 meeting dates and school diary

### 2 CONFLICTS OF INTEREST

2.1 Nil

### 3 MINUTES OF PREVIOUS GENERAL MEETING (Chair)

3.1 Confirmation of minutes of 23 September 2019 GM

Noted Kate Field's apology

Moved Iain Bradley; Seconded: Sharon Cockroft; Motion carried

### 4 MATTERS ARISING FROM LAST GENERAL MEETING (Chair)

4.1 P&C funding proposals – Undercover seating

Not yet installed; Manager of Corp Services away until Week 5.

All prices have been received and otherwise ready to be installed once the decision has been made as to which seating.

4.2 School lockers (Principal) – defer to November meeting

Noted that Principal an apology for the meeting.

Inspection was carried out last week – for various reasons 16 of 32 weren't being used and eight were locked.

Looking at time of day for utilisation, who using them etc

Noted that, provided that reports are positive, intent is to introduce for all of Years 7 & 8 in a staggered fashion as otherwise not affordable for the P&C.

Noted that bottom rows too low to access and suggestion that drawers could be vertical rather than horizontal to increase efficiency; insufficient room for Years 9-12

Principal to further report at next meeting.

4.3 WAAPA potential move to the city (Principal)

Defer to next meeting for Principal to report

Chair noted that Simon Millman MLA has set up a Facebook group – Friends of ECU – where he will share any information that he has

4.4 Preparation and circulation of P&C benefits flyer (President/Anne Tumak)

Chair and Iain have prepared flyer for main P&C but still to do so for sub-committees; will provide to Anne to be put into orientation booklet; anticipate need maximum two pages.

### 5 CORRESPONDENCE (Secretary)

5.1 Correspondence In:

- Letter from Simon Millman MLA to President
- Letter from West Australian Symphony Orchestra to P&C re WASO 202
- WACSSO P&C Voice newsletter
- CBA bank statements

5.2 Correspondence Out

- Nil

## **6 ELECTION OF EXECUTIVE COMMITTEE POSITIONS**

### **6.1 Gifted and Talented (GAT) Committee representative**

Darren self-nominating to be GAT Committee rep

Motion that Darren Thompson be on Executive Committee as GAT Committee rep

Moved: AG; Seconded Iain; Motion passed unanimously

## **7 ADOPTION OF 2019 CONSTITUTION ([www.newconstitution.education](http://www.newconstitution.education))**

Motion #1 re previous Constitution being rescinded

Moved: Ben Harvey; Seconded: Annaleise Grubisich; Motion passed (unanimous)

Motion #2 re lodging new Constitution with DMIRS

Moved: Ben Harvey; Seconded: Iain Bradley; Motion passed (unanimous)

## **8 REPORTS**

8.1 School Principal – no report

8.2 President – no report

8.3 Treasurer – noted reports emailed;

Re Balance Sheet – under liability, query re SVAPPA committed funds – AG to follow up with Treasurer to ensure entered correctly (as positive rather than negative)

8.4 WACSSO Liaison – no report

8.5 Music Support Committee

- New MSC Terms of Reference were endorsed by the MSC.
- Next music concert date will be Friday 6 December 5:30pm – 8:00pm to be held in Tricycle Theatre courtyard. MSC to provide complementary sausage sizzle and refreshments.
- Discussed the benefits of creating an MSC logo for publicity and promotion reasons. Will seek advice and guidance from P&C and School. Noted that there will be guidelines that need to adhere to. Music department doing quite a lot with the MSC and would be good to be able to brand with own logo. Discussion re issues around use of MSC logo (and other logos) in context of school branding using the school crest. Issue will be raised with the school.

8.6 Languages Support Committee

- Major fundraising event this Friday night – pasta cooking class
- Have considered Terms of Reference and will submit for next GM for approval; only change is that only financial members will have voting rights.

8.7 SVAPA Support Committee – no report (meeting not yet held)

8.8 GAT Support Committee – no report (meeting not yet held)

- Noted that GATSC thinking of extending membership to wider community i.e. beyond specialist role;
- Noted that Terms of Reference can be amended in future and that the P&C General Meeting will need to consider them.

8.9 Lawley Art Auction

- Developing marketing plan to ensure a full committee for next year – aiming to attract Year 7 parents.

8.10 Finance Committee – no report (meeting not yet held)

8.11 Health Committee – no report (no representative)

8.12 School Board – no report as no meeting

## **9 GENERAL BUSINESS (Chair)**

### **9.1 P&C fundraising**

- Following on from discussions re P&C general level of fundraising
- Noted that have brought funding levels down to bare minimum and therefore will need to raise funds over next several years to be able to provide support at a general P&C level
- Noted that P&C voluntary contributions (\$25 per family) primarily cover the school diaries as well as music support group
- Agreed that need to raise awareness of role of P&C; need to look at fund raising in 2020
- Defer further discussion to next meeting when Principal present.

### **9.2 2020 meeting dates**

- School year next year has 10 week terms
- Need to confirm whether Board meeting dates have been set
- Suggested that need to align with (after) Board meeting e.g. 4th and 8th week of the term, being a week after SVAPPA and the Board
- Randal to check Board dates for 2020
- Consider at November P&C GM meeting to set 2020 dates

### **9.3 School diaries**

- Need indication as to whether P&C want to support noting that it is a significant cost out of the P&C budget
- School would like P&C to fund \$20,000; noted that asking for P&C to cover total cost
- Will have Executive Committee meeting to discuss so that can advise school asap

## **10 CLOSE AND DATE OF NEXT MEETING (Chair)**

Meeting close (8.28pm)

Monday 25 November 2019 at 7pm