

**Meeting commenced at: 2.35pm**

**Present:**

Kevin Lansdell (Chair), Simone Lansdell (Recorder), Clare Roser (Principal), Brad Boyce, Gemma Boyce, Angie Dent, Helen Murnane and Naomi Laurie.

**Apologies:**

Tess Hawke, Doug Wasley and Jenene Wasley.

**1. Amendments to the Previous Minutes:**

No amendments required.

**2. Previous Minutes:**

'That the P & C meeting minutes of the 12/10/2020 as presented be accepted as a true and correct record.'

Moved: <b>Simone Lansdell</b>	Seconded: <b>Helen Murnane</b>	Carried
-------------------------------	--------------------------------	---------

**3. Business Arising from Previous Minutes:**

**Year 10 Scholarship** – Simone to email details to new principal Clare Roser. History provided to the meeting that the P&C previously discussed a scholarship for a

**School Hat** – Previous principal Melissa Walker was taking this item to board for approval. Clare Roser to follow up with the school board as this was not something she had been made aware of. Clare has taken the sample hat that Simone got embroidered for the board to consider. The next meeting is on the 9<sup>th</sup> May 2021. History relating to this was that a parent asked whether the current bucket hat provided enough sun protection and had a wide enough rim. Simone sourced the style of hat provided as it had been used in agricultural industry businesses such as Summit Fertiliser and Farmworks and Sportspower are able to supply these at a cost of \$25.00 per hat.

**School Priorities List 2020** – discussed in general business as a new item as we are now into 2021.

**Sportspower Jackets** - P&C will not pay for these as general consensus in the meeting was there is not enough jackets for all students in assortment of sizes and this was suppliers problem, not the responsibility of P&C.

**4. Correspondence:**

**Correspondence In:**

- (i) 20201027 2020 Program Year 12 Awards Ceremony, president invite to present awards.
- (ii) 20201130 P&C Committee Invitation to End of Year Luncheon 171220
- (iii) 20201201 ANZ BANK STATEMENTS 102 and 103 (downloaded from bank)
- (iv) 20201209 RE\_ WACoA - Narrogin\_ Invitation to meet New Principal\_ Ms Clare Roser
- (v) 20201210 RE\_ WACoA - Narrogin\_ Invitation to meet New Principal\_ update the date.
- (vi) 20210216 ANZ BANK STATEMENTS 104 and 105
- (vii) 20210216 SCHOOL CANTEEN BUYERS GUIDE JANUARY 2021
- (viii) 20210216 WACSSO COUNCILLOR INFORMATION
- (ix) 20210216 WASCA MEETING 20 FEB 2021
- (x) 20210223 RE\_ WACoA - Narrogin P & C meeting for Monday

- (xi) 20210223 Parent concerns Buttfield Dorm upgrades
- (xii) IN 20210224 WACOA Narrogin - 2020 Invoice Ball and Jackets
- (xiii) IN 20210226 FARM PRIORITY LIST; RESIDENCE PRIORITY LIST; TRADES PRIORITY LIST

**Correspondence Out:**

- (xiv) 20201216 P&C Minutes
- (xv) 20210223 Letter to Head of Departments for priority lists for 2021
- (xvi) 20210224 WACoA - Narrogin P & C Agendas for Monday 1st March meeting with minutes from 12th October 2020
- (xvii) 20210225 Re\_ WACOA Narrogin - 2020 Invoice Reply re jackets not approved.

'Inwards correspondence received, and outwards correspondence endorsed'		
Moved: <b>Simone Lansdell</b>	Seconded: <b>Helen Murnane</b>	Carried

**5. Treasurer's Report:** prepared by Liz Leusciatti

'Financial report being the 2020 Financial Statements as presented at the AGM be endorsed'		
Moved: Kevin Lansdell	Seconded: Angie Dent	Carried

- Balance as at 31<sup>st</sup> December 2020 \$27392.08

**6. Principal's Report:** Clare Roser

Verbal Report delivered with key points being:

- **STAFFING**

English teacher full time permanent position advertised to commence term 2

2 Technical Officers to replace Emily MacDonald and Karl McBurney. Currently have brought staff in to assist with ensuring Occ Health and Safety is maintained to high level and all machines have Safe work operating practices.

Residential Active Night Staff – Heather is advertising

Christo is in role of Student Support and wellbeing

Leann Sjollema has come from Cunderdin Ag as head of class.

- **STUDENTS**

Largest student population in many years with 140 students with 44 year 10, 47 year 11 and 49 year 12 (16 day and 124 residential)

- **COMMUNICATION**

Noted different communication preferences of families and Clare will do a survey monkey to determine what families would like. Some comments included there is too much electronic communication and not enough face to face, Chronicle has gone from weekly to fortnightly and some parents would prefer weekly newsletter, Clare noted that some staff struggle to write something every week.



## **7. General Business**

**School Ball Committee** – Ball has been booked to be held at the Fremantle Sailing Club on 27<sup>th</sup> August 2021. Helen volunteered to take on the role of organising the parent dinner at the venue. Parents are usually required to assist with set up and pack away and more information will be provided closer to the time.

**Fundraising/2021 Priority Lists** – Heads of departments had been contacted to ask what priority spending was required for benefit of students. It was decided that more information is required from staff, such as actual quotes for items to allocate funds from P&C. Are three quotes required? Clare will follow up and provide these for the next meeting so funds can be allocated for the best benefit of students. When budgeting, we need to consider allocating \$1550.00 for 2021 Ball so asking Jill Norwell what may be required from parents, and also WACSSO Affiliation Fees – approximately \$500.00 to be allowed for. Specifically:

- **Trades**

Engraver quote \$5200.00 – is this the only supplier? Is this the best price for this item?

Plasma Cutter \$22528.00 – how much will trades get for current machine? How much money do they have to contribute and how much specifically is the shortfall for the new machine?

- **Farm**

What equipment is required in Butcher Shop? Please list items and quoted prices.

Irrigation for oval – have quotes been provided for this? Is this an infrastructure issue for education department to manage?

- **Residence**

Please provide prices for:

Exercise Bike

Treadmill

Gym Set

Weights Set

Maybe also do a survey of students and see if they need equipment such as basketballs, footballs, netballs or any other “small” items.

Clare suggested that shade for girls in residence may be needed.

Any requirements for Buttfield dormitory or any other dormitories?

- **Class**

No items requested yet. Is anything required?

- **Driver Training** – Please ask Mr Pascoe, is funding required? Will training be delivered for current year 12s who missed out last year and year 11 students too?

**Buttfield Dorm** – Parent concerns were raised regarding accommodation and use of the old dormitory “Buttfield”. Concerns from the meeting raised was why were extra boarders allowed to enrol when the current facilities were not upgraded or a plan in place to do so? Clare noted that many of the issues raised have been addressed with residence purchasing some new items for this dorm and builders were providing quotes to rectify partitions, review air conditioning, plumbing and common area. Whilst the government is in caretaker mode, funds cannot be allocated or spent from the education department. Once the election is over, Clare hopes to secure funding to proceed with upgrades.

**Open Day** - Friday 10 September 2021 – please keep in mind for a couple of members to do a raffle or something else to raise funds for the P&C.

**Next P & C Meeting:**

Term 1 2021- Thursday 1st April 2021 at 1.30pm (END TERM 1)

Term 2 2021 - Friday 4th June 2021 at 2.00pm (CLOSED WEEKEND, PICK UP AT 4.00PM)

Term 3 2021 – Thursday 26th August 2021 at 2.30pm (CLOSED WEEKEND, PICK UP AT 4.00PM)

Term 4 2021 – Monday 11th October 2021 at 2.00pm (DROP OFF TERM 4)

**Meeting closed at: 4.00pm**

THIS IS A TRUE AND CORRECT COPY OF THE MEETING MINUTES

Signed: 

Date: 01/03/2021