

**WA College of Agriculture – Narrogin  
P & C Meeting Minutes  
Thursday 24 March 2016**

Meeting commenced at 9.55 am.

Kevin Lansdell welcomed the new Committee. In Sharon Ward's absence outgoing Secretary, Suzanne Rayner to take the minutes.

**Present:**

Stephen Watt, Mark Blechynden, Denise Blechynden, Cheryl Toovey, Kelli Francis, Mark Francis, Kevin Lansdell, Simone Lansdell, Cindy Paice, Liz Leusciatti, Stewart Raine, Karren Gow, Suzanne Rayner

**Apologies:**

Sharon Ward, Amanda Davidson, Phil Martin, Renae Martin

**Previous Minutes:**

That the P & C meeting minutes of the 16 October 2015 as presented be accepted as a true and correct record.

*Moved: Kelli Francis*

*Seconded: Mark Blechynden*

*CARRIED*

**Business Arising from Previous Minutes:**

• **Fundraising Activities and Wish List 2015**

College still looking into the cost and purchase of a new Portable Radio Transmitter System. Approved up to \$1,000.00 as per minutes of the Ordinary Meeting of 19 June 2015.

• **Residential Internet Download Refund**

This refund was processed back to student accounts at the end of school year 2015.

• **Chaplaincy Fundraising**

Stephen Watt to follow up where College is at in regards to the CBH P&C Grower Number application that Mark Pascoe was in the process of completing and submitting at the last committee meeting of 16 October 2015.

**Action:**

- **Follow up on Portable Radio Transmitter System.**
- **Stephen Watt to follow up on CBH P&C Grower Number Application.**

At this point, Karren Gow, College Chaplain introduced herself to those present at the meeting and gave a brief outline of what she does. Karren left the meeting at 10.00 am.

**Correspondence:**

**Correspondence Out:**

- Survey on School Maintenance: Getting Value for Money – WA Labor Consultation Paper

**Correspondence In:**

- ANZ Bank Statements
- WACSSO P&C Voice
- WACSSO Letter – Seeking State Councillor Nomination
- WACSSO Folder – Guidelines for P&C
- 2016 Fundraising Directory
- SDERA News
- Felton Industries Catalogue

*Moved: Suzanne Rayner*

*Seconded: Denise Blechynden*

*CARRIED*

**Treasurer's Report:**

Financial Report presented by Denise Blechynden, (Outgoing Treasurer) is accepted (copy as per file).

*Moved: Denise Blechynden*

*Seconded: Kelli Francis*

*CARRIED*

**Agenda:****1. 2016 P & C Priorities and Activities****a) College Ball**

This year's Ball will be held at the Esplanade Hotel in Fremantle on Friday 3 June 2016. Steve Watt suggested that someone take on the role of organising the Parent Dinner. Stewart Raine and Suzanne Rayner offered to take on this role and will come to the next meeting with details.

**b) Graduation**

Denise Blechynden explained what the P&C have previously donated towards the party after Graduation.

**c) Defensive Driver Training**

P&C gave \$2,000.00 to this worthwhile cause in 2015 which gives Year 11 students the opportunity to handle vehicles in emergency situations and learn about road safety.

**d) Chaplaincy**

College will have a shortfall of \$6,500.00 to cover. P&C gave \$2,000.00 at the beginning of 2015. Discussion on fundraising options for this year. Kevin Lansdell to follow up on CBH overloads. P & C may need their own CBH grower number.

**e) Open Day – Friday 26 August**

Possibility of the P&C having a parent stand.

**f) College Sports Uniforms**

Suzanne Rayner advised members that the College has nominated two hockey sides for the UGSHA, Upper School Competition this year again, same as last year. One side wears the College's footy jumpers (white with maroon) and the other side wears their Country Week shirts from previous years (maroon with white). The issue with this is not enough students this year have Country Week shirts. Stephen Watt commented that the College would benefit in having these uniforms as at the recent Ag Wing Carnival at Harvey there were not enough uniforms to go around for the different sports. Suzanne proposed that the P&C look at supporting the College in providing a set of 20 playing singlets for one hockey side and 1 dozen hockey balls for both sides. A quote from Sportspower Narrogin was presented. Cindy Paice who has an embroidery business in Narrogin has offered to look into a costing for singlets as well. Suzanne Rayner to liaise with Cindy Paice and Frank Haydock.

*MOTION: That the P&C budget up to \$500.00 for College Sports Uniforms (two sets if possible) and hockey balls.*

*Moved: Kevin Lansdell*

*Seconded: Suzanne Rayner*

*CARRIED*

**g) P&C Wish List**

Stephen Watt to approach Staff and Student Councillors for Wish Lists for 2016.

**Action:**

- **Stewart Raine and Suzanne Rayner to investigate possibility of Parent Dinner at the Esplanade Fremantle on the night of the College Ball and bring details to next meeting.**
- **Kevin Lansdell to follow up on CBH Overloads for 2016.**
- **Suzanne Rayner to liaise with Cindy Paice and Frank Haydock and source and purchase Hockey Singlets and Hockey Balls in readiness for the Hockey Season starting in Term 2.**
- **Stephen Watt to follow up with Staff and Student Councillors for Wish Lists.**

**2. Principal's Report – Stephen Watt**

**a) Staffing**

Due to the Department of Education 6 month staffing freeze, a number of vacant positions are unable to be filled and are currently being backfilled by casual appointments.

**b) Student Numbers**

Student numbers are at 116, of these 100 are boarding students and 16 day students, 29 female and 87 male.

Year 10 – 33, numbers are capped and waiting list exists. Year 11 – 41 and Year 12 – 42.

**c) IPS (Independent Public School)**

Possibility of the College becoming an Independent Public School, Stephen will progress.

**d) College Finances**

Looking positive this year due to carry over from 2015. Current staffing levels are now sustainable as a result of changes to timetable and pathways. It is an expectation that the College spend 96% of all finances in the year that they are allocated surplus funds from last year will allow a number of infrastructure projects.

**e) Classroom**

Discussions about WACE and OLNA. College working closely with ATAR Stream, General Stream and OLNA Students. Attention on improving ATAR scores with additional time per subject, university visit, exam skills, changes to assessment methods to mirror exam conditions. A new online process called Connect to manage classroom activities which students and parents can access from home.

**f) Farm**

- Soil testing across the whole farm now finished which indicated a major need for lime and dolomite.
- Ag Advisory Committee working through farm planning and enterprise plans.
- Re-fencing and tree removal in paddocks on North side to make better use of paddocks and allow longer runs for autosteer.
- Investigating well on West block to assist water security.
- Planning for 2016 Cropping program underway with new TO and Cert III students.
- Certificate III focus plus streamlining process for Cert II signoff. 8 Year 12's commenced Cert III and focussing on cropping or livestock with Assistant Farm Manager overseeing and coordinating.

- Two 6 seater 4x4 all terrain vehicles arrived.
- 350HP leased New Holland tractor delivered.
- Starting to investigate introduction of grow out piggery facility.

#### **g) Trades**

All students now undertaking two trades area except those electing Equine who drop one trade area or those ATAR students who have taken up Cert III Ag.

#### **h) Residence**

- Students are now expected to be present in the dining room for breakfast to assist with morning routine and set the tone for a working day.
- Morning tea and supper now supplied to students.
- Active Night Shift back in place with a residential staff member rostered all nights of the week.
- Trades workshop open Tuesday after school.
- Looking at enabling students to remain on farm an afternoon in the week to undertake tasks.

#### **i) College Operating Procedures**

- Consistent approach from staff, students and parents with gradual improvements being made.
- Lunch routine now more formal and appropriate.
- Uniform looking great and worn consistently.

#### **j) Reports**

- Interim Report to be emailed to parents on Monday of Week 10 this term.
- Parent/Staff interviews are scheduled for Friday 8 April from 12.15 pm to 3.30 pm.
- 2015 Annual Report completed (copy on file). Gives an idea how students have performed in that year, activities, survey results, financial information plus reports from Class, Farm, Trades and Residential.

#### **k) Other**

- Stephen advised of the numerous activities undertaken this term involving students and also details of external groups using the College's facilities.
- A RTO (Registered Training Organisation) full audit is to be conducted of Engineering, Furnishings and Construction on Monday 31 March.

Mark Francis congratulated Stephen Watt on the job that he is doing.

A copy of Principal's Report on file.

### **3. General Business**

#### **a) Fundraiser for Country Week**

Last year Linda Sounness offered to organise a raffle to raise funds for Country Week. Unfortunately there was not enough time to organise this but Linda was happy to look at it again in 2016. Suzanne Rayner spoke to Linda prior to this meeting to see whether she would be interested in organising the raffle for this year. As the Year 12 Prefects are in the process of organising a Chocolate Fundraiser to raise funds for Country Week we felt that this sort of fundraiser was one that the students could be more involved with and would be supported well.

**b) College Prefects**

Stephen Watt is looking at setting up the Prefects with a budget of their own so that they gain knowledge in being responsible for planning events, receiving monies, keeping financial records and discussing and implementing submissions placed before them from students at the College.

**c) CCTV (Closed Circuit TV)**

This is already in dormitories but Stephen Watt advised that in Term 2, the College will be looking at obtaining formal quotes to extend the CCTV to, in and around trades, residential and dining room areas.

**d) Future College Projects**

- Stephen Watt advised that the transportable buildings near Administration will be cleaned out, removed and area will be landscaped.
- Cullen dorm conversion to Staff room in Term 2.
- Reticulation of lawn areas.
- Renovating of garden beds.
- Replacing horse yards.
- Extra gym equipment and floor to be installed this term plus bird proofing of Gym.
- Convert 'The Club' into a Museum because of the substantial memorabilia that the College has.
- Signage around the College.

**e) Motorbike Track**

Stephen advised there have been no offers forthcoming after numerous attempts in the College Chronicle asking if anyone knows of a suitable person to give guidance on the design and safety aspect of the motorbike track. Denise Blechynden suggested to Stephen to approach John Patmore.

**NEWS SINCE MEETING:**

Trevor Unsted has been contacted to advise on track design and will visit the college first week next term.

Next P & C Meeting will be held on Tuesday 26 April 2016 at 4.00 pm.

Meeting closed at 11.40 am.

THIS IS A TRUE AND CORRECT COPY OF THE MEETING MINUTES

Signed: \_\_\_\_\_

Date: \_\_\_\_\_