



## Minutes of the Meeting

1<sup>st</sup> October 2009

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Meeting opened at 7.05 pm

**1. The President's welcome:**

- The President welcomed the 15 people in attendance.

**2. Apologies:**

- Dr Di, Sharon Brewster, Tracey Barry, Jenny Innes

**3. Minutes from the previous meeting:**

- Minutes were circulated and passed (Jen, Liz)

**4. Business arising from minutes of the previous meeting:**

- **Action c/fwd: Dr Di/Mr Heaney to organise for a reflective strip to be put on footpath steps**
- Kim's resignation letter received – thank you to Kim for her service as Secretary of the P&C
- Nominations for the position of Secretary were called for – Kaye Tam elected unopposed (nominated by Tracey and seconded by Jen Davies)

**5. Correspondence:**

**In:**

- Email from Janine Thomson congratulating the P&C on a successful 125<sup>th</sup> Anniversary celebrations – also forwarded to Lee Osborne for the 125<sup>th</sup> Anniversary Committee
- Letter and donation from P&C Patron Milton Morris
- Paver Order from Anna Turner
- Fundraising/Promotional:
  - Sock it to You Fundraising
  - RTA – resources for bike week
  - Family Organiser 2010 Calendar
  - Big Screen Promotions
  - SmudgeBalm Fundraising
  - Easy Shade Marquees

**Out:**

- Belated letters sent to P&C patrons inviting them to be patrons for 2009 and to attend the Open Day
- Advertising flyers – Presale, Open Day, Silent Auction
- P&C Newsletter – Issue 2
- Article for September School Newsletter
- Website updates – Minutes, P&C Newsletter, Open Day activities

**6. Business Arising from the Correspondence:**

- Thank you to Milton Morris for continuing to be P&C Patron and for his generous donation

## 7. Guest Speaker: Mr Jim Heaney, Deputy Principal

- NAPLAN results were excellent
- Spelling and reading will be targeted next year
- Results will be shared with feeder Primary Schools

## 8. SRC Report:

- SRC coordinated the 40 Hr Famine – students who participated raised approx \$2,500 for World Vision
- Congratulations to newly elected School Captains and Prefects for 2010.
- Yr 7 SRC representatives will be elected soon
- Prefect and SRC induction will be held on Friday 20<sup>th</sup> November at 10.30am, followed by morning tea
- Impact Leadership will be attended by 20 SRC representatives, including new Prefects, Mrs Osborne and Mrs Jardine on 30<sup>th</sup> October in Newcastle
- Thank you to SRC representatives who attended the Open Day – some acted as Tour Guides and there were very positive responses from visitors
- SRC representatives recently assisted at Yr 6-7 Orientation Day with BBQ and as tour guides
- Thank you to Tom Boak and Stef Loxley who attended P&C Meetings – new representatives will be elected next term
- Good luck to Yr 12

## 9. Treasurers Report:

- The Treasurer's report for October was tabled
- Deposits include proceeds from the Open Day BBQ and sale of items
- Withdrawals include payment of bread and sausages for the Open Day BBQ

## 10. Deputy Principals Report:

- Michelle Nicholson, Head Teacher of CAPA, has been appointed Principal of Wilcannia
- 4 P&C representatives are required for merit selection training
- Need a P&C member on Day 1, Term 4 (pm) for interviews for position of relieving HT of CAPA – Roz Smee to attend
- School Bells can't be heard in some areas of the school and this crease an issue in an emergency – they will be replaced in the holidays
- Yr 12 commence their HSC exams on 20<sup>th</sup> October and finish on 13<sup>th</sup> November. The graduation ceremony went well.
- An expression of interest for the Canteen Supervisor has been receive, but apologies that it wasn't advertised in the September School Newsletter, but will be in the first newsletter of Term 4 – Kaye noted that the position was advertised in the P&C article in the September School Newsletter and also in Issue 2 of the P&C Newsletter.
- Students leave on the Japanese Excursion tomorrow and will return on the last Wednesday of the holidays
- The 2010 history/language tour to Italy has been approved by the School Education Director and there are approximately 24 students interested.

## 11. School Council Report:

- Nil
- Next meeting Thursday 5<sup>th</sup> November 2009  
**Action: Kaye noted that the website calendar isn't up-to-date and will organise for it to be updated.**

## 12. Canteen Report:

- Minutes from the meeting held on 31<sup>st</sup> August were tabled
- Canteen staff are not happy with the professional cleaning and are following up with Dr Di
- A computer for the Canteen will be considered once wireless connections are available
- Net profit for Jan-July 2009 is down considerably on last year's profit
- Amount of \$5000 will be paid to the P&C Committee as the end of term
- Thank you to Yr 12 student Emma Cassidy for her assistance to Canteen staff
- Canteen Supervisor Joy Wells is retiring at the end of the year – 2 expressions of interest have been received for the position
- Next meeting is 26<sup>th</sup> October

## Fundraising:

- Thank you to all who assisted with the BBQ and Open Day activities
  - Joy for her assistance with organising items for the BBY
  - Russell and Leonie Paul for their assistance with supplying the bread
  - Greg Bell for supplying the ice
  - Betty Johnson for her assistance with photocopying and laminating
- Sales of 125<sup>th</sup> Anniversary items was not as high as anticipated – may have been due to lack of advertising, as a number of people have mentioned that they didn't know about the P&C items
- Orders for paver will be extended and remaining medallions and wristbands will be offered for sale in Term 4.
- Letters advertising medallions will be sent in Term 4
- Dr Di will be asked to consider holding an out-of-uniform day and to promote the wearing of the wrist bands – **Action: Jen to discuss with Dr Di**

## 13. General Business:

- Thank you to Jen for her efforts organising the 125<sup>th</sup> Anniversary commemorative items
- **Action: Kaye to send thank you letters to those who assisted with the Open Day**
- Year 9 laptops still to arrive
- Need to discuss school's air-conditioning requirements with Dr Di for P&C funding consideration – **Action: Jen to discuss with Dr Di and report to next meeting**

Dates of Next Term 3 Meetings:

Thursday 5<sup>th</sup> November  
Thursday 3<sup>rd</sup> December

Meeting Closed at 9.00 pm

Minutes prepared by Kaye Tam