

**Mackellar Girls Campus
P&C Association Meeting
2 June 2010**

Present: Amanda Harris, Natalie Morton, Glynis Poole, Steven Bliim, Sandra Bensted, Robyn Perry, Elaine Patison, Dawn Newton, Doug Price, Sandra Bliim, Robert Johanson, Anja Agius, Sian McIntosh and Lee McPhail.

Apologies – Sandra Walters

1. Motion to approve the minutes from the previous meeting. Motion by Doug Price, seconded by Steven Bliim, carried.
2. Entertainment books – 51 sold raising approximately \$660.
3. Discussion around what to buy to acknowledge Wayne Christie's life membership of P&C. Motion to purchase a badge and certificate from the P&C Federation. Motion by Doug Price, seconded by Robyn Perry, carried. Natalie Morton to arrange.
4. OH&S audit being conducted by the Department of Education.
5. Mark Lennard, a bathroom renovator estimated \$10-11,000 to do the E block toilets, including painting, gluing tiles, replacing pipes, new toilets, roll holders, mirrors etc.
6. A letter has been emailed to band families asking for assistance to form a band committee.
7. A form was attached to the newsletter requesting parents to complete with information to build up a parent data base. Four responses to date. A separate email will also be sent and then a hard copy letter distributed. Natalie Morton to provide a revised form to Robert Johanson for the website including a place for people to volunteer for the canteen and uniform shop. There was a suggestion that we include vacancies on the volunteer roster for canteen in the newsletter, as is done for the uniform shop.
8. Correspondence included a letter to the school regarding school global funding from the Department of Education, an appeal letter from the Royal Far West Home. Amanda Harris to ask the year groups whether they would be interested in trying to raise funds for the Royal Far West.
9. Amanda Harris presented the Principal's report.
A new language teacher has been appointed.
NAPLAN went well. Thanks to Anne McAlpine, Jill Brigden and Lyndal Courtney for preparing the students and running the exams.
Netbooks have been distributed to year 9 and are being used approximately 50% of class time. It's an ongoing process of learning how best to incorporate them in learning.
Year 10 subject selection meeting has been held.
The Deputy Director General and the Northern District Regional Director will visit the school on Friday 4/6/10.
HSC trials will be early next term.
Mentioned students who will be nominated for various awards.
10. Robyn Perry presented the Treasurer's report. Account balances as at end of May 2010:

Canteen	\$19,748.20
Canteen LSL	\$ 3,465.48
Administration	\$ 54,096.45
Investment	\$ 21,458.22
Uniform shop	\$ 25,858.42

The P&C received a cheque from the school from parent contributions for \$44,819.38.
An audit is necessary for this year. We are waiting to hear from the P&C Federation when they last received audit information from the school.
Motion that we proceed with the audit of P&C for 2009 and 2010 and look for a locally based auditor.
Motion by Steven Bliim, seconded by Elaine Patison, carried.

The long service leave account was discussed regarding the need for a provision to provide a certain amount for long service leave. Motion to make a monthly provision for long service leave in the investment account and then a lump sum transferred into the long service leave account at the end of the year. Motion by Robyn Perry, seconded by Glynis Poole, carried.

11. Elaine Patison presented for the canteen and uniform shop.
All going well in both. Leigh is going to talk about the new skirt lengths with Christine Del Galo as they are long and students are rolling them at the waist and ruining the line.
The canteen is working to capacity and limited in the quantities that can be produced.
12. Dawn Newton presented Regional P&C.
Department of Education to replace the laptop cases which don't fit.
Looking at the science labs.
Achievement bands were discussed and how to improve them.
Other topics discussed were the laptops, sport, project penguin, NAPLAN, international students that bring a substantial amount of money into schools and fundraising.

Steven Bliim moved to accept the above reports, seconded by Sandy Bliim, carried.
13. Motion to provide the bookkeeper with an upgrade of MYOB to version 19 which costs approximately \$525, a printer for the canteen office, approximately \$100 and internet access via a portable modem or other, approximately \$150pa. Motion by Robyn Perry, seconded Glynis Poole, carried.
14. A present has been bought for and given to Melanie for her work as a bookkeeper and for her baby.
15. Bendigo Bank have an offer for grant applications which we could use for the E block bathroom project. Motion to apply for this grant, as well as have a fundraising activity in term four to raise money, ideally with the help of the students. Motion by Doug Price, seconded by Robyn Perry, carried. Doug Price, Glynis Poole, Steven Bliim offered to assist Natalie. Natalie to confirm with Christine Del Galo that the school will pay for half of the project.
Fundraising suggestions were a school function, a restaurant dinner, an art show, a car boot sale on school grounds.
16. Motion to investigate the mobile phone recycling program. Motion by Robyn Perry, seconded by Dawn Newton, carried. Glynis to investigate the phone recycling fundraiser where a dollar amount is paid for every phone recycled.
17. Motion to appoint a uniform shop representative. Motion by Glynis Poole, seconded by Dawn Newton, carried. Glynis Poole offered to be the uniform shop representative.
18. Motion to provide a letter outlining appraisals for Leigh McPherson in the uniform shop. Motion by Sandy Bliim, seconded by Doug Price, carried. Discussion about using the school's red logo on a letter from the P&C. Decided not to use it, just create a letterhead with only name and address. Glynis Poole, Natalie Morton and someone from the school to conduct the appraisals. Natalie Morton to report on other positions in August.
19. Meeting looked at a draft proposal for a drop zone in Campbell Parade provided by a parent, name unknown. Agreed that if the parent wanted to discuss it further, Natalie Morton was open to being contacted.
20. Meeting closed at 9.50pm.