

ALBANY SENIOR HIGH SCHOOL P&C ASSOCIATION
General Meeting
7 pm Tuesday 14 May 2019 ASHS Staff Room

Minutes

1. MEETING OPEN 7.03 pm.

2. ATTENDANCE

Present: Jenny Firth (Principal) Naomi Boccmazzo (President), Julie Brooks (Vice President), Cheryl Ward (Treasurer), Nevanne Castellaro (Secretary), Leesa Savage, Michelle Gust, Louise Gardner, Catherine Mc Dougall, Sonya Alymore, Sylvia Leighton, Vicki Doak,

Apologies: Neville Talbot, Julie Radford, Peter Bockman, Laura Bird

3. MINUTES FROM PREVIOUS MEETING

Minutes from meeting held 26 March 2019

Minutes of executive meeting held 12 March. Minutes of executive meeting held 5 April.

Catherine Mc Dougall's name needs to be added to attendance list. Sonya Alymore's name spelt incorrectly.

Motion: That the Minutes be accepted with amendments.

Moved L.Gardner Seconded C. McDougall Carried

4. BUSINESS ARISING

4.1 Change of Banks – Accounts finalised yesterday.

4.2 Instagram - No word from student leaders.

Action: M.Gust to follow them up.

4.3 WACCSO – still no reply on sending student representative to conference.

Action: M.Gust and J.Firth to follow up with service clubs as possible sponsors.
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4.4 BYOD – J.Brooks will investigate after the new financial year begins and report in term 3 when parents will start considering this issue for 2020.

5. CORRESPONDENCE

IN

OUT

ATO - regarding tax returns	Thank you – J. Boccamazzo
Telstra emails regarding phone line	
Terracycling email	
Associations online email	

Westpac statement	
WASCA flyer	
WACCSO	
Children's Crossing Unit –Decision on	
Felton – Flyer advertising outdoor seating	
DOE – Education Awards nominations	
Greenskills email- Waste workshop	
ASHS funding requests	

6. TREASURERS REPORT As attached

Motion: Treasurers report is accepted as tabled.		
Moved C. Ward	Seconded M.Gust	Carried

A letter was received from the ATO regarding tax returns not being received for the past two years. This was because the P&C Registered Charity status was not renewed. This issue has been cleared and correspondence received on 9/5/19 that there is no need for these returns to be done. Ref: 1051515587899

7. REPORTS

7.1 Principal: As attached.

Changes to school timetable next year and WACE requirements. School dress code is also being reviewed.

7.2 Canteen Committee: Attached Staff member J.Radford attending a waste reduction workshop.

J.Brooks is in the process of re-organising the contacts for Telstra, Woolworths account. Some items need to be removed from canteen menu and new winter selections added. The fridge part of our freestanding fridge/freezer no longer works, so we need opinions on fixing/ replacing this. M.Gust would like to see the remaining plastic straws we have removed from use as they are ending up as litter. Still need canteen co-ordinator.

Motion: That J.Radford be paid one hours wage for attending Greenskills course.

Moved- J.Brooks	Seconded- M.Gust
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Motion: That the menu be updated.

Moved- J.Brooks	Seconded- M.Gust
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7.4 Hong Kong Trip – No report.

7.5 Music Committee – No report

8. GENERAL BUSINESS

8.1 The suggestion was put forward to have an alternative night for the second meeting of each term for those who cannot make Tuesdays.

Motion. That Monday of Week 9 be trialled for next P&C meeting.

Moved: S.Alymore	Seconded C.Ward	Carried
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8.2 School Fundraising Policy- J.Firth presented the policy. This had no changes from last year.

Motion: That the ASHS Fundraising Policy be endorsed by the P&C.

Moved- J.Firth Seconded- C.Mc Dougall

J. Firth proposed that the voluntary donation for P&C in 2020 again be \$25.00.

Motion: That the voluntary donation for 2020 for P&C be set at \$25.00.

Moved- J.Firth Seconded- L.Savage Carried

8.3 Chaplain – ASHS is applying for funding to continue the school chaplaincy program for another three years and the P&C was asked to endorse this proposal.

Motion: That the P&C endorse ASHS application for the Chaplaincy program.

Moved- J.Firth Seconded- L.Savage Carried

8.4 Single Touch Payroll - as touched on in previous meetings, the ATO will soon require all wages to be moved to this type of system. The treasurer would like the go-ahead to investigate “Xero” and “MYOB” to choose a system. These both have a \$10 a month fee. It was suggested our auditor J.Bigland may have advice.

Action: Than C.Ward investigate STP on behalf of the P&C. Carried

8.5 School tours – Volunteers needed to speak to parents about the P&C at the end of upcoming school tours.

Action- Secretary to pass on email to mailing list.

8.6 Funding Requests:

Motion: That the request for \$500.00 for consumables for lunchtime clubs be accepted.

Moved- C.McDougall Seconded- L.Gardner Carried

S.Leighton to follow up on funding for gardening supplies.

Motion: That the cost of a badge maker at \$587.00 for Peer Support group be accepted.

Moved- M.Gust Seconded- J.Brooks Carried

Action That the request for funding gazebos for outdoor events be resubmitted with two further quotes.

Action That the request for attendance pins be resubmitted with a quote from Perth company ‘Cuffs and Ties’.

9. NEXT MEETING - 7 pm Monday Week 9 24 June

10. MEETING CLOSED 8.40 pm