

**ALBANY SENIOR HIGH SCHOOL P&C ASSOCIATION**  
**General Meeting**  
**7.00 pm Monday 5 August 2019**  
**ASHS Staff Room**

**Minutes**

**1. MEETING OPEN 7.05 pm.**

**2. ATTENDANCE**

Present: Naomi Boccamazzo (President), Julie Brooks (Vice President), Cheryl Ward (Treasurer), Nevanne.Castellaro (Secretary), Leesa Savage, Sarah Hilder, Linda Taylor, Julie Radford, Louise Gardner, Peter Bockman, Laura Bird, Catherine Mc Dougall, Suzanne Hicks, Emma Pedretti (per ASHS)

Apologies: Jenny Firth (Principal), Michelle Gust, Kirsty Harken, Belinda Shaylor,

**3. MINUTES FROM PREVIOUS MEETING**

General Meeting 24/5/19

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| Motion: Minutes are accepted.<br>Moved: C.McDougall      Seconded: C.Ward      Carried |
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Executive Meeting 28/6/2018

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| Motion: Minutes are accepted with the amendment of C.McDougall and L.Gardner as apologies.<br>Moved: C.Ward      Seconded: J.Brooks      Carried |
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Executive Meeting 24/6//2018

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| Motion: Minutes are accepted with the amendment of C.McDougall and L.Gardner as apologies.<br>Moved: N.Boccamazzo      Seconded C.Ward      Carried |
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**4. BUSINESS ARISING**

**4.1 WACSSO Conference**

J.Brooks is to be our representative, and all travel has been booked and paid. The Rotary grant has allowed a student representative to travel also.

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| Motion: That M.Gust be refunded \$18.90 that she paid when booking flights.<br>Moved: C.Ward      Seconded: L.Savage      Carried |
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| Motion: That the portion of the Rotary grant not used on flights and accommodation, be used for taxi fares and meals during the conference.<br>Moved: C.Ward      Seconded: L.Savage      Carried |
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**4.2 Water refill stations** A location has been chosen, but we are waiting on quotes for installation costs. The City of Albany grant would be up to \$2000.00. More discussion when prices are known.

## 5. CORRESPONDENCE

### OUT

### IN

|   |  |
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| Email to ASHS regarding works                   | ASHS – Invoices  |
| Thank you letter to Rotary                      | Invoice –Workers Compensation                              |
| Email Question to WACSSO regarding constitution | Email Quickcliq – Remittance                               |
| Letter to NEITA nominating M.Turner             | Email- ASHS Thank you to canteen staff                     |
| Payment Summaries to canteen staff              | Canteen Consultancy survey                                 |
| Quarterly BAS to ATO                            | Flyer-Terracycle, HR News, Office supplies, Campus         |
| PAYG Summary Statement to ATO                   | WACSSO enews / Conference flyer/ Certificate of membership |
|   | Uniform catalogue  |
|   | Funding request-Student services \$1620 Attendance Badges  |
|   | WACSSO Constitution Information pack                       |

## 6. TREASURERS REPORT - As attached

Executive meeting passed a motion to set up bulk payment with Bendigo bank; however, it has been discovered that this will not streamline canteen pays, so the treasurer is continuing to do it manually.

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| Motion: Minutes are accepted as tabled.<br>Moved: C.Ward                      Seconded: S.Hilder                      Carried  |
| Motion: That the payment of \$1051.00 for Workers Compensation Insurance be retrospectively passed.<br>Moved: C.Ward                      Seconded: J.Brooks                      Carried  |
| Student Services sometimes uses canteen vouchers as behaviour rewards, but this has been an informal process. The meeting would like a clearer system of numbered vouchers with a checklist kept by Student Services and Canteen Staff. An amount of \$250.00 for each semester, rolled over for each year was discussed as an effective incentive for students and a way to keep funds recycling through the school and canteen |
| Motion: Invoice from Student Services for canteen vouchers for \$19.50 be paid.<br>Moved: C.Ward                      Seconded: L.Taylor                      Carried  |

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| Motion: That \$500.00 be donated for canteen rewards each year, meaning \$250.00 for Semester Two 2019.<br>Moved: C.Ward                      Seconded: L.Gardner                      Carried |
| Action: That C.Ward to set up and liaise with canteen staff and student services.  |

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| Motion: That a By-Law be added to our constitution that \$500.00 be donated each year to Student Services.<br>Moved: C.Ward                      Seconded: L.Bird                      Carried |
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## 7. REPORTS

7.1 **Principal:** J.Firth is an apology.

7.2 **Canteen Committee:** Attached.  
Replacement oven is close to being installed.

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| Motion: That the new menu with price increases be introduced from Week 7.<br>Moved: J.Brooks                      Seconded: S.Hilder                      Carried |
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7.3 **Hong Kong Trip:** No report

#### 7.4 **Music Committee:** No report

Action: N.Castellaro contact music committee to report.

### 8. GENERAL BUSINESS

8.1 **Attendance Badges** – The committee would like students surveyed about interest in these.

Action: N.Castellaro contact J.Firth and Jason Seal regarding this idea.

#### 8.2 - **WACCSO Conference Question**

Below is the question that we sent.

Minister and director-general:

With childhood obesity and youth mental health issues at an all-time high, why would you implement a new policy in 2020 regarding outdoor education programs and the funding being cut? Schools (ASHS) will no longer be able to offer the wide variety of programs that currently run due to the costs associated with new staffing ratios. Does the education department have a plan to manage the possible impact on student outcomes with the reduction in accessible outdoor education programs and will there be extra funding available to assist schools to continue to run these programs as for many students these are sometimes the only outdoor/physical activities that they can participate in.

8.3 **Student Behaviour** talk - did not go ahead

8.4 **Wellbeing PD** - See if any staff are interested in for next year.

8.5 **Sustainability Committee** - Up and running, Meggie McKeague and Katie Maris are sharing the role of Chair. Students will be involved in a waste count to give some baseline data. The school does have bulk recycling; however contamination is an issue, which is why the classroom paper (and clean flat card) bins are important. A budget is being developed reading for application into 2020.

8.6 **Terracycling** Beauty product packaging can no longer be collected unless we purchase a box. E.Pedretti to ask at a staff meeting whether they would use one. Canteen collect bread clips which we can advertise in the newsletter. L.Bird will look into registering for the Container Deposit scheme.

8.7 **Constitution** We need to call an executive meeting and then a special general meeting to change and ratify the new constitution by December.

### 9. ANY OTHER BUSINESS

9.1 Concern was raised that there was no P&C/ Parent consultation on Mobile phone policy.

### 10. NEXT MEETING – Monday 9 September 2019

7.00 pm Week 8

### 11. MEETING CLOSED 8.19pm