

LESMURDIE SENIOR HIGH SCHOOL P&C INC.

Agenda for Ordinary Meeting to be held on *Monday 22nd March 2021*

***Note – all persons present who wish to vote on any motions or elections at any meeting need to be 2021 financial member (cost 50 cents per year).*

1. MEETING OPENED & WELCOME TO NEW MEMBERS
2. APOLOGIES AND PERSONS PRESENT
3. CONFIRM MINUTES
 - 3.1 Minutes from the AGM meeting on 22.02.2021 & Extraordinary Meeting on 8.03.2021
4. REPORTS:
 - 4.1 President's report
 - 4.2 Vice President's (Correspondence) report
 - 4.3 Treasurer's Report
 - 4.4 Canteen Report
 - 4.4 Principals report
5. P&C GENERAL ELECTION – OFFICE BEARERS: (CHAIR – PRINCIPAL)
 - 5.1 Office Bearers
 - President
 - Vice – President
 - Treasurer
 - 5.2 Executive committee members (3 positions)
6. APPOINTMENTS
 - 6.1 Appointment of Auditor
 - 6.2 Delegates to WACSSO Annual Conference
7. GENERAL BUSINESS
 - 7.1 New Bank Account & Signatories
 - 7.2
 - 7.3
8. ANY OTHER BUSINESS:
 - 8.1
 - 8.2
9. DATE OF NEXT MEETING
 - 9.1 **Week 4 – 6.45pm Monday 10th May 2021**
10. CLOSURE

**Lesmurdie Senior High School P&C Inc.
Minutes for Ordinary Meeting 22nd March 2021**

Item No	Details	Action
1	Quorum established and meeting declared open at: 6:46pm	
2	Attendance	
2.1	Present Sarah Kneale, Kerry Chipchase, Monique Stone, Lien Quach, Elinor Pryde, Stacey Verco, Pam Rushton, Kelly Murphy, Maria Kelly, Bethany Campbell, Suzette Forrest, Hannah Vallance, Kirsten Williams, Felicity Brodie,	
2.2	Apologies Rhia Bradtke, Julia Gallop,	
3	Minutes	
3.1	Minutes from the previous meeting (22 nd February 2021) were read and accepted as being true and correct. Confirmed: Kelly Seconded: Beth	
3.2	Matters arising from previous meeting: <ul style="list-style-type: none"> • Pam to send out letter to school community. (done) 	
4	Reports	
4.1	President Nil	
4.2	Vice-President Nil	
4.3	Treasurer's Report P&C account balance: \$17826.10 Canteen account balance: \$49268.04	
4.4	Canteen Attached	
4.5	Principal Attached	
5	P&C GENERAL ELECTION – OFFICE BEARERS: (CHAIR PRINCIPAL)	
5.1	<ul style="list-style-type: none"> • President – Pam Rushton nominated accepted by Kelly, seconded by Monique, all present in favour. • Vice-President – Hannah Vallance nomination accepted by Lien, seconded by Felicity, all present in favour. • Treasurer – Lien Quach nomination accepted by Hannah seconded by Kelly, all present in favour • Secretary – Sarah nomination accepted by Beth and seconded by Kelly, all present in favour 	
5.2	Executive Committee (5 positions) <ul style="list-style-type: none"> • Kelly Murphy • Beth Campbell • Elinor Pryde • Maria Kelly • Suzette Forrest Nominations accepted by Pam Seconded: Kelly All present in favour of the five nominations for the executive committee.	

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6	Appointments	
6.1	<p>Appointment of Auditor Pam proposed using Letizia Palmer at the end of 2021 to do the audit. Seconded: Elinor All present in favour.</p>	
6.2	<p>Delegates to WACSSO Annual Conference Hannah self-nominated Seconded: Maria All present in favour.</p>	
7	General Business	
7.1	<p>New bank account and Signatories P&C committee members discussed where to open new local bank account. Pam proposed 2 new accounts be opened with Bendigo Bank Forrestfield. One account for the P&C and one for the canteen operations. Seconded: Stacey All present in favour.</p> <p>The four office bearers President: Pamela Rushton Vice-President: Hannah Vallance Treasurer: Lien Quach Secretary: Sarah Kneale</p> <p>All office bearers to be added as signatories on the new accounts as per P&C constitution.</p>	
8	Any Other Business	
8.1	<p>LSHS has asked for the P&C's help towards the cost of the following in the coming year:</p> <ul style="list-style-type: none"> • \$3500 for an Aboriginal, acknowledgement of country plaque to be displayed at the main entrance to the school. • \$550 to continue with the use of Study Hacks • \$2000 contribution towards staff attendance at Senior School events (School Ball, dinner dance) • \$7000 for end of year reward day (years 7-9) • \$1000 birthday celebration wristbands • \$\$\$\$\$ towards 40th school anniversary celebrations to be held in term 4 	To be added to next meetings Agenda.
9	<p>Date of next meeting: Monday 10th May 2021 @ 6.45pm</p> <p>Meetings for the 2021 (Term 2 Week 9) Monday 14 June (Term 3 Week 4) Monday 9th Aug (Term 3 Week 8) Monday 6th September (Term 4 Week 4) Monday 1st November (Term 4 Week 8) Monday 29th November</p>	
10	Closure of meeting time: 7.37pm	

A call for parents/caregivers to please come along and join the Lesmurdie Parents & Citizens Association.

The Lesmurdie Senior High School P&C needs more members now! We don't have enough parents at this time. Please be the someone else and come along and share your ideas and help us to support our students in our school the best way we can. Our next meeting is Monday 22nd March at 6.45pm in the school staffroom. We are all very friendly people.

Honestly it is not a huge commitment of your time. One main priority of our P&C is to oversee the operation of the school canteen and distribute parent contributions to support initiatives in the school. We do this in 2 meetings a term (generally less than an hour long). We are also discussing other ways to provide access for our parents to join into the meetings from home via zoom meetings or changing how often we meet, and our P&C members will make this decision.

You don't need to give a huge amount to make a difference. If you can't attend every meeting, that's ok - come to the ones you can. If you can volunteer your time in the canteen, Great!! Speak to our canteen manager about what's involved. It's a fabulous opportunity to be involved and meet others.

I understand people are busy, we all are, but this P&C provides our students – your children with our school canteen and additional opportunities in their education. Without the P&C there is potentially no school canteen or perhaps a canteen that will be a little more expensive if we have to outsource it.

It's very easy to sit back and think, it's ok, someone else will do it, but at the moment that is not the case. Please be the right role model for your child and show your school community support. We ask for your help!

I look forward to seeing some new faces at our next meeting, Monday. If you are interested or if you want to join but are still unsure, please contact me at parent_citizenLSHS@outlook.com. I'm happy to answer any questions or queries you may have.

Thank you.

Pam Rushton

P&C President on behalf of LSHS P&C.

18 March 2021

P&C Canteen Update 22.3.2021

- Term 1 has been busy, including catering for leadership team, staff development day and board meeting.
- Increased demand from students for online orders, recess and lunch meals.
- Wonderful group of regular volunteers helping out daily in the canteen with orders, meal preparation and all other daily tasks. Including service of customers.
- Year 12 and year 11 students have been serving at recess or lunch times, for their subject certificate service hours. Our customers love to be served by senior students.
- Canteen is offering share picnic packs at a reasonable price, for students to pre-order for Harmony Week picnic lunch day on Wednesday 24th March. The picnic lunch is to encourage students to gather together and share food with their friends.
- We are having an Easter hot cross bun sale this week. Order forms have been posted to the school and parent group Facebook pages with information. Orders are to be in by 2pm on Monday 29th March. Online orders can be made via Quick Cliq, our online ordering system. Orders are to be picked up on Tuesday 30th at recess, lunch or after school until 3.15pm, from the canteen.
- Several yellow recycling bins have been placed around the school for plastic bottle, milk cartons and juice box collection. The canteen is sorting these containers out daily and I will be taking them to the cash for containers collection point. The money will go directly into the P&C bank account. We are getting close to making our first exchange. I have been pleased that over the last two weeks, the amount of rubbish being placed in these recycling bins is lessening and the number of containers is increasing.
- The number of students and staff using online ordering is increasing.

PRINCIPAL REPORT- P & C

17/3/2021

Thankyou to all parents and carers for your support this term. A veryshort and full paced term for all as we adjusted to what became an 8 week term, with week 1 of school becoming an extended week of school holidays.

Harmony Celebrations last week.

Very successful with lots of students involved. We enjoyed a dress in orange day, Wadumbah Dance Group Performance at lunchtime in the corral and a Scavenger Hunt.

School Performance Review.

This will be held on the 17th June. The school will be reflecting on its performance over the last 2 ½ years, under the following categories.

- Relationships and partnerships
- Learning Environment
- Leadership
- Use of Resources
- Teaching Quality
- Student Achievement and Progress

Parents, students and staff will be invited to participate in providing feedback on the school. We make judgements on our performance all the time. This is an external review to moderate our judgements and endorse the position of the school regarding student outcomes. All leaders in the school will be involved in our final judgements and evidence to support these decisions.

Coming up –

- Music Concerts this week
- Parent Teacher Interviews 31/3/21
- School Development Day 19/3/21
- Students return 20/3/21

Ideas for P & C in addition to last meetings suggestions

Welcome to country plaque at the front of the school. Cost \$3,500 A visual presentation will be available for the meeting.

School Networks

We are establishing links with our primary schools to strengthen curriculum delivery and support teacher professional development. The focus is currently on:

Languages (Italian) – scope and sequence and classroom observations and network meetings.

English – literacy, texts and network group being established.

Digital Technologies- network established and a Robotics competition planned for this year.

School Board

Positions for Board are available for this year as parent representatives. We had 7 parents indicate their interest and a vote will occur shortly.

Letter from a parent (just for information)

Hello Mrs Chipchase,

Thank you so much for the wonderful start to the school year.

We can appreciate how stressful it has been for you and all the teachers with lockdown at the beginning.

We are so grateful for your leadership.

We were very impressed with the diverse program for Harmony Week. A lot of time and organisation has been put into that for the enjoyment of students and staff.

It is so wonderful that our daughter can have such a positive high school experience. I was an ex-student of LSHS so the place holds a great deal of memories for me.

Please thank your incredible leadership team for all their hard work.

Best regards,

Adele Schmidt

22/3/21