

# LESMURDIE SENIOR HIGH SCHOOL P&C INC.

## Agenda for Ordinary Meeting to be held on

**Monday 10<sup>th</sup> May 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 ordinary meeting on 22.03.2021

3.2 Matters arising

- Opening of new bank accounts with Bendigo Bank

### 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. GENERAL BUSINESS

5.1 Financial Motion – \$3500 Welcome to country plaque

5.2 Financial Motion – \$2000 towards Staff attendance to senior school events

5.3 Financial Motion – \$7000 years 7-9 student rewards day

5.4 Financial Motion - \$550 Study Hacks student/parent workshops

5.5 Financial Motion - \$1000 birthday celebration wristbands

5.6 Financial Motion – funds to contribute to 40<sup>th</sup> school anniversary celebrations

5.7 New Bendigo Bank Accounts

5.8 Bookkeeping

### 6. ANY OTHER BUSINESS:

6.1

6.2

### 7. DATE OF NEXT MEETING

**7.1 Week 9 – 6.45pm Monday 14 June 2021**

### 10. CLOSURE

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Item No	Details	Action
1	<b>Quorum established and meeting declared open at: 6:46pm</b>	
2	<b>Attendance</b>	
2.1	<b>Present</b> Kerry Chipchase, Pam Rushton, Lien Quach, Stacey Verco, Suzette Forrest, Hannah Vallance, Kirsten Williams, Scott Mosey,	
2.2	<b>Apologies</b> Sarah Kneale, Rhia Bradtke, Maria Kelly, Elinor Pryde,	
3	<b>Minutes</b>	
3.1	Minutes from the previous meeting 22 <sup>nd</sup> March 2021 were read and accepted as being true and correct. <b>Confirmed:</b> Suzette <b>Seconded:</b> Stacey	
3.2	<b>Matters arising from previous meeting:</b> <ul style="list-style-type: none"> <li>• Opening of new P&amp;C accounts with Bendigo Bank has been completed</li> <li>• Signatories to go to bank to get app access. (can be done individually)</li> </ul>	
4	<b>Reports</b>	
4.1	<b>President Nil</b>	
4.2	<b>Vice-President</b> Email access to be given to Kelly	Pam
4.3	<b>Treasurer's Report</b> P&C account balance: \$26349.48 Canteen account balance: \$46231.50	
4.4	<b>Canteen Nil</b>	
4.5	<b>Principal Attached</b>	
5	<b>General Business</b>	
5.1	Pam proposed Financial Motion – \$3500 Welcome to country plaque. <b>Second:</b> Suzette <b>All in Favour:</b> Yes      Motion carried.	
5.2	Pam proposed Financial Motion – \$2000 towards Staff attendance to senior school events <b>Second:</b> Lien <b>All in Favour:</b> Yes      Motion carried.	
5.3	Pam proposed Financial Motion – \$7000 years 7-9 student rewards day <b>Second:</b> Kirsten <b>All in Favour:</b> Yes      Motion carried	
5.4	Pam proposed Financial Motion - \$550 Study Hacks student/parent workshops <b>Second:</b> Kirsten <b>All in Favour:</b> Yes      Motion carried	
5.5	Pam proposed Financial Motion - \$1000 birthday celebration wristbands <b>Second:</b> Stacey <b>All in Favour:</b> Yes      Motion carried	
5.6		

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5.7	<p>Financial Motion – funds to contribute to 40<sup>th</sup> school anniversary celebrations. P&amp;C to think about how much to contribute to school celebrations. To be proposed and voted on a meeting later in the year.</p> <p>New Bendigo Bank Accounts The new accounts have been opened, with 4 signatories. Signatories need to go into bank to get the access numbers for online and app use. Need to transfer the money from the ANZ accounts to the Bendigo bank accounts. QuickCliq needs to be updated.</p>	Pam/Kelly
5.8	<p>Bookkeeping Our current bookkeeper is finishing up as of 14<sup>th</sup> May. Pam has a quote \$50/hour including gst Stacey to contact someone – will wait to hear back Lien also to contact someone Decision will be made via email once all the information has been shared.</p>	Pam/Felicity
6	<b>Any Other Business</b>	
6.1		
7	<p><b>Date of next meeting:</b> Monday 14<sup>th</sup> June 2021 @ 6.45pm</p> <p><b>Meetings for the 2021</b> (Term 3 Week 4) Monday 9<sup>th</sup> August (Term 3 Week 8) Monday 6<sup>th</sup> September (Term 4 Week 4) Monday 1<sup>st</sup> November (Term 4 Week 8) Monday 29<sup>th</sup> November</p>	
10	<b>Closure of meeting time: 7.37pm</b>	

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**Principal Report – P & C  
10/5/21**

School Annual Report

The 2020 report is currently being finalised and prepared for School Board endorsement. A brief look available electronically tonight. Will be printed and copies available very shortly.

Events

- Year 10 and 11 parent evenings for subject selection and preparations for next year.
- Naplan has begun for year 7 and year 9 students.

Voting for parent representatives on School Board closes today

Several vacancies will occur during the year and this voting process will allow these positions to be filled. Parents have in the past had a representative on Board. Just a thought.

School Workforce Plan

<u>Considerations</u>
Managing part-time leadership roles
Managing Leave in COVID time
Consideration of gender appts – Male!
Management of sick leave – mental health illness
Succession planning for retirees
Attracting quality teachers in application process

School Funding support requests to be finalised.

In 2021 the school would ask for consideration from the P & C for the following funding of activities and initiatives, to be held this year.

\$2,000	contribution towards staff attendance at Senior School Events (school Ball and dinner dance)
\$550	towards parent and student workshops –Study Hacks. Dr Jane Genovese.
\$7,000	Year 7 – 9 student Rewards Day. An end of year fun day for all lower school students on the oval. (once only allocation)
\$1,000	Birthday celebrations wristband with school art work for all students
\$ 500	towards a school plaque recognising the local aboriginal culture – a welcome to country.
\$???	towards the 40th school anniversary celebrations to be held in term 4.
\$3,500	Welcome to country plaque at the front of the school.

Thankyou to parents for the ongoing support regarding the wearing of masks, some lovely acknowledgement letters received and supporting the BYOD rollout for years 7 and 10 in 2021.

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School Birthday – celebrating 40 years

An event is being currently planned for term 4. To be held on a Saturday.

Parents needed to help with the Alumni plan for the celebrations. Need to spread the word. Would parent representatives be happy to help where needed?

School Review Process in week 9, Term 2.

Just a heads up that the external reviewers like to speak with the P & C President and another couple of parents who can talk about their experiences. Who might volunteer?

LEAP parent/Year groups/ATAR or general course/other

Kerry Chipchase

Principal

Lesmurdie SHS