Opened – 19:05

Present – Heather Csar, Damian Shuttleworth, Rob Stirling, Alison Rasmussen, Jenny Blair, Lesley Bird, Janine Vibert, Jeannie O’Sullivan, Andrew F, Harry F, Philippa Smith, Matthew Long, Judith Davis, Jennifer Rack, Joanne De Boni

Apologies – Mark Csar, Fidelma Evans, Lisa C, Elena Eddy, Kay Fraser, Donna F

Minutes accepted – Janine Vibert  Seconded – Lesley Bird

Correspondence in – nil  Correspondence out – nil

Welcome to everyone – Heather Csar

Business Arising:

Executive Committee held a meeting regarding correct award for canteen employees. Rob Stirling consulted with a Barrister regarding this matter and was advised that the P&C is an incorporated body and as such falls under the Federal System. Therefore, canteen employees will be transferred to the Federal Fastfood Industry Award at the beginning of September.

Parents said THANK YOU for the Year 7 Information night which they found informative and helpful

Principals Report - Damian Shuttleworth

2015 Annual Report handed out
 - Honest reflection on the past 12 months at Carine SHS
 - It targets the needs for improvement
2017 Planning timetable is complete
 - Interviews for positions in HASS and English departments currently taking place

Grounds and Buildings Report - Damian Shuttleworth

 - Intercom to be installed on the entry gate and on pool gate
 - There are automatic exit gates at the pool and staff car park
- 9am-5pm Front gates and pool will be open
- Staff Car Park:
  8:15-9:00am Entry gates will be closed
  7:00-8:15am Codes to be entered
- Problem with Carine SHS parking – needs ‘Kiss ‘n Drive’ bays. Council need to take responsibility
- Evacuation procedure is being looked at
- Since the fence installation, graffiti and vandalism has reduced greatly
- TV’s are to be mounted around the school, displaying daily notices
- Surveillance is to be increased
- Library update complete and booths have been installed
- Power has still not been upgraded
- Volume control in demountables to be looked at
- Recent parent survey – Information to be collated – thanks to those who completed the survey

Finance Report – Rob Stirling

- Nothing to report: Finance meeting to take place on Thursday 11 August

Canteen Report – Rob Stirling

- Current focus is on a Volunteer Roster
- Rosemary will do a Volunteer Roster term by term
- Volunteers are able to do split shifts
- Looking at a Reminder System to remind volunteers of their shifts
- Suggestion of training for Rosemary to update the online canteen system
- There is to be a price rise of 10-20c per item
- TV’S to be installed displaying food for sale that’s on offer in the canteen- using a USB with photos
- MOVE MOTION TO AUTHORISE FUNDS for up to $500 to buy 2 flat screen TV’S
  Motion moved- Jenny Blair
  Motion seconded – Jeannie O’Sullivan
  Vote unanimous
  MOTION CARRIED

- Rosemary has requested a 6 burner gas cook top which is urgent
- MOVE MOTION TO AUTHORISE FUNDS for up to $8 000 to buy a 6 burner gas cook top
  Motion moved- Lesley Bird
  Motion seconded – Philippa Smith
  Vote unanimous
  MOTION CARRIED

Marketing & Communication Report - No Report as Toni Lane not present.
**Parent Networking Group – Lisa Cocks**

- Parent survey done
- Online survey not well supported, but 58 paper copies completed at Year 7 Meeting
- Parent preferred form of contact 1. Email 2. Connect 3. Text
- Tag social events onto scheduled meetings
- First PNG event will be a morning tea on Athletics Carnival Day in P block

**WACCSO – Jenny Blair**

- 5 Agenda items to be presented at the meeting at the end of August 2016
- Jenny requested any suggestions or feedback regarding WACCSO and the agenda items be emailed to her
- Jeanine V to attend the meeting on Saturday, Lesley B to attend Sunday and Jenny B to attend on both days

**General Business**

- Heather to liaise with Damian to write to the council about the need for ‘Kiss ‘n Drive’ parking bays
- Lockers: Damian is waiting for the feedback from Duncraig SHS, as they have recently had lockers installed. If viable, Carine will look at installing lockers next year
- Letter submitted from Janine Vibert with concerns about the removal of Music courses for current Year 10’s wanting to continue with music during Year 11 and Year 12
  Damian responded- no guarantee of any course continuing through to Year 12. Any parents with concerns and any music parents, to please email Damian. Damian will consult with Associate Principals to see if there is any possibility for music continuing for the current year 10’s

**Next meeting:** Monday 5th September 2016, 7pm

**Meeting closed:** 8:30pm