



CARINE SENIOR HIGH SCHOOL

Minutes of the Parents and Citizens Association Inc

Annual General Meeting

On Monday 20th February 2017

Meeting Opened – 7:06pm

Present - Heather Csar, Alison Rasmussen, Rob Stirling, Damian Shuttleworth, Susanna Blitvich, Jenny Blair, Lesley Bird, Fidelma Evans, Philippa Smith, Janine Vibert, Jeannie O’Sullivan, Mark Csar, Tina Stevens, Matt Long, Stephen Gray, Alistair Rose, Danielle Rose, Suzy Rea, Tracy Formilan, Kerry Megson, Lisa Cocks,

Apologies –Harry F, Andrew F, Alison W

Minutes accepted – Mark Csar

Seconded- Lesley Bird

Correspondence in – nil

Correspondence out – nil

Business arising from previous minutes:

Toni Lane is on long service leave – Heather introduced and welcomed Susanna Blitvich who is filling in for Toni

Principals Report –Damian Shuttleworth:

Year 12 Results for 2016:

- CSHS was ranked 9th top Public School for 2016
- Median ATAR was 82.45 – which is the highest in CSHS’s 43 year history
- Attainment Rate: 99.6% - only one student didn’t attain
- Future goal is to be ranked 5th
- STEM program is to soon start which will give the school extra funding
- 80 new staff in the past 3 years, of a total of 160 staff

- Currently 1409 students
- Numbers predicted to reach 1850

Parents noted recent improvements to Carine SHS:

- Look of the school
- Uniforms
- Communication

Finance and Canteen Report – Rob Stirling

This is the first year Rosemary Gooch has managed the canteen

Major Changes during 2016:

- Menu: Onsite prepared food with emphasis on health
- Staffing: One extra person employed part-time
- Online ordering and use of smart-rider cards introduced- although this has not been utilised as much as was expected
- Assets bought – new oven and freezer purchased as well as some smaller items
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Financial Position:

- Operational Profit: \$5 931.62
- Wages – up 8% due to additional staff
- Canteen purchases- up 16%

Considerations for 2017:

- Increase selling prices
- Source cheaper suppliers
- Increase selling volumes
- Consider supplying food to local schools for staff PD's and school canteens
- Propose MOTION to accept audited accounts
 - o Motion moved- Matt Long
 - o Motion seconded – Janine Vibert
 - o Vote unanimous

MOTION CARRIED

Marketing & Communication Report – Susanna Blitvich

- CONNECT: this is the major source of communication used at Carine SHS for all classes, courses, outlines, Music Tour, Yearbook, SRC
- On Monday 27 February, Connect would like the opportunity to video a Carine family using the website
- QKR – In week 8 families will be able to pay online
 - o Complete forms online
 - o There's a workshop for staff on 21 February on using QKR app
 - o Canteen – you can load money in 'our canteen online' which can be placed on the smart rider card for canteen payments

Election of Office Bearers

- **President:**
Nominate for P&C President – Lisa Cocks
Moved Alison Rasmussen, seconded by Jenny Blair **CARRIED**
- **Vice-President:**
Nominate for Vice-President – Janine Vibert
Moved Lesley Bird, seconded by Jenny Blair **CARRIED**
- **Treasurer:**
Nominate for Treasurer – no-one as yet
- **Secretary:**
Nominate for Secretary – Suzy Rea
Moved Jenny Blair, Seconded Lisa Cocks **CARRIED**
- **Executive Members:**
Lesley Bird, Moved Alison Rasmussen, Seconded Philippa Smith **CARRIED**
Jenny Blair, Moved Janine Vibert, Seconded Lisa Cocks **CARRIED**
Philippa Smith, Moved Alison Rasmussen, Seconded Janine Vibert **CARRIED**
Jeannie O’Sullivan, Moved Alison Rasmussen, Seconded Lisa Cocks **CARRIED**
Fidelma Evans, Moved Jenny Blair, Seconded Lesley Bird **CARRIED**
- **Canteen Committee Members:**
Jenny Blair, Moved Janine Vibert, Seconded Alison Rasmussen **CARRIED**
- **WACCSO Representative for the P&C:**
Nominate for WACCSO Representative: Jenny Blair
Moved Philippa Smith, Seconded Lisa Cocks **CARRIED**
- **WACCSO State Counsellor:**
Nominate for WACCSO State Counsellor: Jenny Blair
Moved Alison Rasmussen, Seconded Lesley Bird **CARRIED**
- **Parenting Network Committee:**
Current Members: Lesley Bird, Lisa Cocks

General Business

Lockers:

- Damian made it clear that there is no money in the 2017 budget for lockers

- Questions asked:
 - Could the school hire lockers?
 - Could we approach Lottery west for a P&C grant?
 - Where can students leave extra bags during the day?

Damian to investigate the cost of the lockers & give feedback at the next meeting

ACTION

Susanna to survey both parents and students regarding lockers

ACTION

Damian explained that the P&C meeting is a forum to discuss school policies and to gather information

- It is not for individual queries and complaints

Damian thanked outgoing office bearers for their contributions to the school and P&C

Heather wished all new office bearers good wishes and success in their P&C roles

Meeting closed: 8:50pm

Next meeting: Monday 20th March 2017, 7pm