



**CARINE SENIOR HIGH SCHOOL**

**Minutes of the Parents and Citizens Association Inc.**

**Meeting**

**On 6<sup>th</sup> August 2018**

**Meeting Opened – 7.00 pm**

**Present:** Nathan Bridge, Damian Shuttleworth, Lisa Cocks, Dale Moore, Joanne Lauri, Ryan Abbott, Justine Wartzki, Dan Young, Heather Branchi, Janine Vibert, Toni Lane, Jenny Blair, Aaron Osborn, Jodi Raill, Joanne De Boni, Liz Tangney, Pyeet Kaus, Alison Rasmussen, Tracey Formilan and Jodi Neindorf

**Apologies:** Fidelma Evans, Louise Watson and Cathy McLean

**Minutes accepted:** Lisa Cocks    **Seconded:** Nathan Bridge    **Passed:** unanimously

**Business arising from previous minutes:**

Damian and Dan Young to meet to look at questionable asbestosis around Carine SHS.

- Damian, Dan and Ryan met after the meeting to look at some areas around the school. A meeting is to be arranged when all parties are available to look at other areas of the school. Dan and Damian to arrange a meeting time. Dan presented the P&C with documentation about asbestos and requirements in handling it.

**Correspondence in:**

- Letter from parents for Tori Leaver and Zayla Walters.
  - Tori and Zayla have been selected into the state netball team and are requesting funding to support their trip. The P&C fundraising policy is for a whole school approach with a body of students involved and generally with school engagement. It was felt this was outside of the P&C fundraising policy and the P&C wouldn't contribute towards this request. Lisa Cocks to reply to requestors.
- All invoices or requests for payments MUST be approved by the committee at a general meeting. The only exceptions to this is the Canteen Wages and Payment for Suppliers to canteen. This reminder comes in light of a "scam" that's been building over the past week where someone fraudulently pretended to get an amount paid to a Brisbane bank account. As a result of this matter it has been reported to police.
  - This incident was identified before any payment was paid. Nathan received an email from what looked like Lisa's email account asking for an invoice to be paid.

**Correspondence out:** None

**Principals Report – Damian Shuttleworth**

- Building Program
  - The building project is all going well. Due to be completed by October 2019 and ready for occupation in 2020.
  - The new build does include a cafeteria as a part of the Home Economics complex. This won't be open to the public but will be used for guests to the school and events.
  - New and refurbished science classrooms, Home Economics complex, and phys ed change rooms are included in the new build.
  - Other info: the site is big enough to accommodate the increase in student numbers, other updates to the school will include cover in the quadrangle and the removal of the shade sails.

- Student numbers
  - So far 170 year 7, out of area, students have been accepted for 2019
  - 350 year 7s confirmed for 2019, likely to get up to 400.
  - At census Carine has 1555 students to date. Expected around 1700 for 2019 and 1850 for 2020 when the new buildings open.
  - The new high school being built in Subiaco, due for completion in 2020, is not expected to have an impact on Carine SHS students numbers
- Carine SHS Annual Report was presented at the meeting.
- Carine SHS Business plan was presented at the meeting

Accepted the Jenny Blair Seconded by Nathan Bridge

#### **Treasurer's Report – Nathan Bridge**

- All P&C accounts are in good order.
- School contributions have been paid to the P&C
- School locker invoice had been paid.

#### **Music Committee Report – Janine Vibert**

- Guitar Festival will be held at CSHS the weekend of 18 & 19 August. As per previous years, music parents will be catering for this event by way of a sausage sizzle.
- Sandakan Day Commemorative Service is on the 19<sup>th</sup> August, 10.30am. The Band and Choir will be representing the school.
- Year 12 final concert is on the 31<sup>st</sup> August

**Motion:** The Music fundraising committee seeks the approval of funds up to the amount of \$750 to purchase sausages, rolls and other items required to cater for this event. Funds are to come from the Music Fundraising account.

**Move Motion:** Janine Vibert

Seconded by Lisa Cocks

Unanimous vote – **Motion carried**

#### **Parent Network Group – Lisa Cocks**

- The parenting network committee met to organise a morning tea for parents at the School Athletic Carnival. This is to be held on the 22<sup>nd</sup> August on the oval with power supply to be organised. A gazebo with tea, coffee and morning tea will be available for parents and community members.
- Lisa will step down from the Parenting Network committee.

**Motion:** The P&C approve \$90 to be made available from the P&C general account to host the athletic carnival morning tea.

**Move Motion:** Lisa Cocks

Seconded by Mike Meaney

Unanimous vote – **Motion carried**

#### **Dads of Carine – Ryan Abbott**

- The Dads of Carine are hosting their first event on Thursday, a sausage sizzle and lawn bowling. So far there has been a great response with 20 dads and 30 kids signed up to attend.

#### **General Business**

- **Canteen Strategic Plan 2019**

The P&C executive committee met to discuss the current state of the canteen and the past few years financial status. The canteen has been operating at a loss the last 2 years which has been accommodated by the reserve canteen funds. This situation cannot continue and needs to be addressed by the P&C. An overview document of the canteen was distributed to P&C Members and spoken to at the meeting. Two motions were presented at the meeting.

**Motion 1 :** That a 2019 Strategic Plan for the Carine SHS canteen is formulated for the ratification at the second P&C meeting of Term 3, 2018.

**Move Motion:** Jenny Blair

Seconded by Janine Vibert

15 in favour and 3 against – **Motion carried**

**Motion 2:** That at the second Carine SHS P&C meeting of Term 3, 2018 the P&C make a decision as to whether the P&C continue to run the canteen after December 12, 2018.

**Move Motion:** Jenny Blair

Seconded by Jo De Boni

Unanimous vote – **Motion carried**

Some comments to note from the meeting are that there will be a canteen at Carine SHS and if the P&C don't run it, it will be outsourced. The strategic plan is to be presented at the next P&C meeting for ratification. Tracey Formilan resigned from the canteen committee at the beginning of the year, 2018. At the end of 2018 current canteen committee members, Jo De Boni and Janine Vibert will resign from the canteen committee.

- **Excellence in Teaching Awards**

Congratulations to Daniel Hugo, a finalist as the WA Premier's Secondary Teacher of the Year and Damian Shuttleworth, a finalist as the WA Secondary Principle of the Year.

**Meeting closed** – 8:00pm.

**Next meeting: Monday 3<sup>rd</sup> September 2018, 7pm in the CSHS Boardroom.**