

## **Baldivis Secondary College P&C Association**

### **Minutes of the General Meeting**

**Meeting Date:** 17th July 2014

**Present:** Leanne Pugh  
Pam Stevens  
Karen Deane  
Greg Maguire  
Tracy Gschwendtner  
Keith Svendsen  
Julie Davey  
Ingrid Smith  
Laura Ladner  
Natalie McClure  
Samantha Saunders

**Meeting Opened:** 6.35pm

#### **Agenda**

**1. Apologies:**

Alison Parolo, Vanessa Zuidema, Suzie Macleod

**2. Approval of Previous Minutes:**

Motion by Keith Svendsen, Seconded by Leanne Pugh: To approve the minutes for 21st May 2014

Vote: Motion Carried

Resolved: Minutes from meeting on 21<sup>st</sup> May 2014 approved without modification.

**3. Matters Arising:**

Nil

**4. Correspondence In:**

P&C Voice pamphlet

Invite and information to WACSSO Conference

**5. Principal's Report:**

Keith Svendsen Principal report attached

**6. Financial Report:**

Karen Deane stated that all the signatories' paperwork for the ANZ bank has now been finalised.

All fees have now been reimbursed and there will be no more monthly fees charged.

WACSSO will not be charging the P&C fees this year, as last year's fees will cover this year's as we joined in the latter half of the year.

P&C voluntary contributions received from the College will be deposited into the P&C account on 19<sup>th</sup> July the amount being approx \$2820.00.

Approx. 70% of year 8 families will have contributed to the P&C by the end of the year and approx 45% year 9 families will have contributed to the P&C by the end of the year.

All things being equal payment to the P&C for the year should be approx/estimated at \$4000.00.

ANZ Bank advised Karen that there is an Online Saver Account that we may be interested in when we start having a larger balance. Minimum balance is \$5000 and has a higher interest rate than the account we currently hold. Something to consider in the future.

## **7. PAT-R Program**

Sam Saunders an English Teacher from the College gave information about PAT-R, an online diagnostic test that teachers will use in the College. It will be used to test students on their levels of comprehension, maths and literacy. The students would sit a 40 minute online test and by doing this, the program will then assist the teachers, by printing individual reports and it shows the level of skills each student has. It also breaks down areas of concern.

Keith requested if the P&C would help fund the program and asked for \$1000.00. This will only be a one off request as in the future it will be put into the College budget.

**VOTE:** Motion carried to give \$1000.00 to the College to help fund the PAT-R Program.

## **8. ESKY Purchase:**

Karen Deane mentioned if the P&C should purchase an esky to use at Masters BBQ's, fun runs and excursions. Keith informed that the College have two and we are welcome to use them when required. At this stage it was decided not to purchase the esky and to use the College esky's.

## **9. College Disco:**

Karen Deane brought up that the P&C should organise a disco for the students, selling the tickets and running the kiosk.

It was decided we would organise for the start of Term 4.

**VOTE:** Motion Carried.

**ACTION:** To set date and organise.

## **10. FUN RUN:**

Student Services Co-Ordinator Rosie Taylor approached Tracy Gschwendtner and asked if the P&C would operate a sausage sizzle at the College Fun Run that she is organising to be held in term 4, week 10, Wednesday 24<sup>th</sup> September. Which is Mental Health week. The P&C would purchase food and keep the funds raised. The fun run will now replace the Lap A Thon that was to be scheduled for the same time.

The funds raised from the Fun Run will be disbursed 50% to a charity and 50% to the P&C. It was requested that the College canteen should be closed at Lunch time and that maybe students need to pre order the sausages, so the P&C have an idea on how many sausages to purchase.

We had enough people who were willing to volunteer their time to run the sausage sizzle.

**VOTE:** Motion Carried to run the sausage sizzle.

**ACTION:** Tracy G to liaise with Rosie regarding the Sausage sizzle and how the best way to organise the food to students.

Keith to liaise with Rosie on the closure of the canteen at lunch time and that the funds received will be 50% to charity and 50% to P&C.

### **11. Cartridge World:**

Tracy G advised that Cartridge World Rockingham and Port Kennedy will donate 5% to the College when staff, students and family purchase from them. It is important that when purchasing that the store is aware they are from the College.

**ACTION:** Tracy G will liaise with the owners and provide them with the P&C bank details.

Also to put a sign and Cartridge World business cards on the reception of the College to make parents aware of the arrangement.

Tracy to email staff.

Alison Parolo to put on Face Book and in the College newsletter.

### **12. Masters BBQ:**

Discussion was had regarding the organising of the BBQ for 19<sup>th</sup> July.

Ingrid Smith has kindly donated 600 sausages, what is left if any will be frozen for the next BBQ.

**ACTION:**

Tracy G liaising with IGA Bertram regarding donation of Rolls. If not donated we will have to purchase.

Karen Deane to purchase drinks, 200 required.

Tracy G to approach Coles for a \$50 voucher so we can purchase, sauces, napkins.

Get the utensils, gloves, eskys from the College and to pick up sausages from Ingrid and to get the roster filled, also email College staff to see if they can help on the day.

Keith to get the 6-8 bags of ice.

### **General Business**

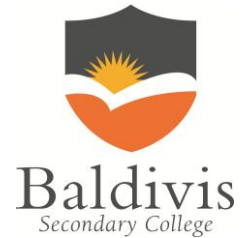
No General business

13. **Next Meeting Date:** TUESDAY, 12<sup>TH</sup> August 2014

14. **Meeting Closed:** 8.05pm

# Baldivis Secondary College

## Parents and Citizens Association



### Principal's Report

17 June 2014

It would appear that work has begun on Baldivis Road for the installation of the school crossing. I haven't heard anything official but the infrastructure works appear to be a crossing area at the intersection of Clyde Street and Baldivis Road. Let's keep our fingers crossed.

Stage 2 is still on track for completion of the Year 7 building and Building 8 by November this year. This will give us plenty of time to get the buildings ready for use for the commencement of the 2015 school year. Building 7 and 10 are also on track at this stage and ready for use during term 1 2015.

Next week is the Humanities and Social Science week. There are exciting activities planned throughout the week and plenty of opportunities for students to be involved. On Tuesday we have a production entitled Sydney or the Bush which is a commemorative exhibition of the impending 100<sup>th</sup> anniversary of Gallipoli and the ANZAC tradition. We are looking forward to the week ahead.

Teaching staff have been very busy in finalising assessments, grading and engaging in the Reporting to Parents process. Support staff will soon commence the large task of compiling and collating reports ready for distribution to students and parents. Thursday 3 July reports will be issued to students at the end of the day and a message sent home to parents indicating this.

In the later half of term 3 all students will engage in a first aid training workshop. We have successfully engaged St Johns to deliver a 1.5 hour first aid workshop to all of our classes. Whilst it is not a certificate course it will provide students with the basic knowledge and skills to administer emergency first aid.

During the course of term 3 we will be heavily involved in the recruitment processes for new staff for 2015. Whilst it is a large workload it is equally exciting and immensely important for the further development of the college.

Karen Illich, Business Manager, is working with our uniform supplier to provide some samples of a senior school top for our Year 10 students next year. As soon as they are ready we will display them and ask for comment before taking it to the college board to make a decision.