

Mount Rogers Primary School

P&C Meeting

Monday 1 August 2016

Attendees: Mikaela Pyne (Assistant Treasurer), Katrina Cornish, Sarah Schipilow, Jenean Whitman, Katherine Stanton, Nike Peterson, Katrina Connellan, Kathryn Semrad, Jess Milton, Stacey Parker, Steph Hinds, Heather Wilford, Peter Hesp (P&C President), Celine Payet (Assistant Secretary), Jenny McNaught (Business Manager), Sue Harding (Principle), Amarylise Bessey (Canteen Manager)

Apologies: Emma Fisher (Secretary)

Welcome: President Peter Hesp welcomed members and declared meeting open.

Confirmation of minutes from previous meeting

Heather moved that June Minutes as amended is true and correct, seconded Mikaela. Katrina moved that July Minutes be accepted as true and correct, seconded by Heather. **Both motions carried.**

Business arising from last month's meeting:

- Pre-school bank accounts. No progress or resolution to ongoing issues noted in multiple previous Minutes. The P&C identified the need for involvement by Anna (Treasurer). Belconnen Community Grant cheque for \$5000 sent to Anna has not been banked. Sue and Peter committed to contacting Anna to clarify and resolve, as well as previous Treasurers to complete necessary paperwork to go to bank.

The P&C considered options regarding the role of Treasurer going forward. Heather proposed the P&C consider the payment of an 'honorary', a nominal amount paid to the person and intended to attract an individual with the skills and commitment to fulfil the requirements of the role. It was also suggested management of the P&C, canteen finances as well as oversight of the pre-school finances could be combined into one role.

Motion for P&C to consider moved by Heather, seconded by Kathryn. **Motion carried.**

- Proposal to resolve Canteen Manager working hours and contract issues. Peter, Sue and Kathryn were unable to meet as per July Minutes. Amarylise has provided records of her hours as requested. It was identified that in order for the school to meet ACT requirement for 50% of menu to be green, means this food being made from scratch which in turn requires additional hours to those worked by previous Canteen Managers. The role also has more of an engagement component, for example working with classes to develop and promote menu items.
Kathryn moved that the P&C increase Canteen Manager's hours from 45 to 50 hours per fortnight to be backdated to 6 June 2016. That specific performance measures be identified as part of the role definition and contract discussion which is still to take place. And a review

of hours against those measures be undertaken in six (6) months. Motion moved by Katrina Connellan, seconded by Kathryn Semrad. **Motion carried.**

- Election day BBQ profit = \$887.72.
- Tree planting program. Peter offered for the P&C to donate up to \$300 to the school to purchase three (3) advanced trees. Moved by Heather, seconded by Amarylise. **Motion carried.**

Treasurer's report : No report.

Principal's report:

- Father's Day breakfast has been renamed **Blokes and Books Breakfast** as it coincides with Literacy and Numeracy Week. Other events include a Grandfriends morning with Strategy/board games/ thinking games and morning tea on Monday 29 August.
- New Director General of Education – Natalie Howson is visiting the school on 12 September.
- School Report was given to the Australian Council of Educational Research representative Panel Chair, Cindie Deeker, Principal of Duffy Primary. The Panel is coming next week to work in school, visit classes, interview teachers, students and parents. The Report on our school improvement progress is based on evidence and is used to guide our new 5 year plan.
- Connections with Melba College – dance workshops, Magellan program and Indigenous dance.
- Model boat Expo 17/18 September.
- Canteen week next week. The canteen is linking well with food for kids.
- Thanks to Rachael Barker – working with high-performing children on maths Olympiad team.
- Thank you to the P&C for the bikes. Pat Ormond and Paul Kelly undertook one (1) day mountain bike teaching course.

Board report: Board meeting was rescheduled from 22 July to Friday 5 August. Report to follow.

Canteen report:

- Kathryn moved that the Canteen Treasurer be paid the four (4) hours per fortnight equivalent to the Canteen Manager's pay rate, payable from 11 August 2016. It was agreed there were sufficient funds in the canteen budget to cover the amount. Motion seconded by Stacey. **Motion carried.**
- Amerylise advised Blokes and Books Breakfast is flagged as a 'red food event' with egg and bacon rolls. P&C agreed to keep it as a red event with a green/vegetarian option available.

Pre-school reports

Melba – attachment from Peter.

Spence – No report

Flynn – No report

General Business

- 9-29 August the school satisfaction survey will be live for families to complete. It is ACT school-wide and designed to inform programs and priorities. Families are encouraged to participate. PCs will be made available at school for those without computer access. Communications to come. Years 5 & 6 students also do a student survey.
- Fete – Holiday raffle ticket sales have been very good. Katrina brought in raffle baskets for P&C to see. Fete stall holder meeting was rescheduled to Thursday 4 August.
- Numbers declining for exercise classes which means the cost of the instructor is not covered. It was suggested that a 10 week pre-paid pass be for \$110 be offered. It was agreed more exposure/advertising is required.
- It was agreed to investigate the cost of purchasing three (3) white or black boards, one for each main gate, for messaging and promotions.
- It was suggested that there was a lack of seating around the basketball court and that bench-style seating be purchased. **Steph and Peter to investigate and report back at next P&C meeting.**

Further to this, Mikaela suggested that a bench be called the 'Harmonie bench' after Harmonie Flynn, a parent in the Mt Roger's School community, who passed away earlier this year. **The Committee agreed to consider this.**

- Mikaela advised she has been able to purchase a good range of Father's Day gifts by purchasing early. Leaving late as per last year limited what was available.
- Movie Night – Stacey advised approximately 70 tickets sold so far.

Meeting closed: 9.35 pm

Next meeting date: 7.30pm, Monday 5 September 2016.

Confirmed.....

Chair of meeting Peter Hesp **Date**