

Minutes of Meeting for Sherwood State School Parents And Citizens Assoc.

Monday 27th Mar 2017, 7.30pm at Staff Room

“AGM” and “Business As Usual” meeting

ATTENDANCE:

Greg Nelson, David Smithson, Leanne Davey, Michelle McKinley, Vishavdeep Sharma, Nicole Johnston, Greg Webber, Bill Hennigham, Jimmy Shkalla, Kattie McDonald, David Laws, Ash Raina, Martin Woodbury, Laura Wessling Smith, Cathie Perkins, Helen Jamieson

APOLOGIES:

Kylie Wells, Elke Hughes, Johnathan Wells, Nidhi Raina, Tam Kaushal, Lars Anderson, Stephen Pankhurst, Christopher Butcher, Julie Arnold

TREASURER'S REPORT:

- Jimmy shared the audited financial report
- David L, Ash Raina and Jimmy S – signed the audited financial report

TREASURER'S REPORT:

Moved: Ash Raina

Seconded: David Smithson

- David Laws thanked the entire committee as well as sub-committees for great job done. He had a special mention for FETE committee and Katie M.
- Greg also thanked all the P&C committee members, with special Leanne in running OSHC in the most professional and productive manner.

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AGM held for 2017-18

- Membership renewal forms were signed by all the attendees and moved by Jimmy and seconded by Martin.

New P&C committee was elected. - the executives are as:

- **President - Bill Henningham**
 - David L nominated Bill & Nicole seconded it
- **Treasurer - Jimmy Shkalla**
 - Martin nominated Jimmy & Ash seconded it
- **Secretary - Ashutosh Raina**
 - Martin nominated Ash & David L seconded it
- **Vice President - David Smithson**
 - Jimmy nominated Bill & Ash seconded it
- **Joint Treasurer - Greg Webber**
 - Jimmy nominated Greg & Cathie seconded it

- Motion for new bank signatories
 - Jimmy forwarded & Cathie seconded it
- Motion for sub-committee approvals
 - Laura forwarded & Ash seconded it
- Motion for appointment of auditors for P&C
 - Ash forwarded & Jimmy seconded it
- Motion for adoption of new model constitution
 - A small change in the constitution was made for allocating AUD 500 for petty cash
 - Jimmy suggested to have all purchases for sub-committees through electronic/online medium
 - P&C committee decided to have pre-paid card for all the sub-committees by coming June 2017.
 - Once all the sub-committees have a pre-paid card, the new limit will be reduced to AUD 100.
 - Ash forwarded & Laura seconded it

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- Bill & Greg gave a quick introduction to the entire committee.
- AGM closes

Meeting Opened by Bill

Moved: Bill H Seconded: Ash Raina

CORRESPONDENCE and MINUTES: Accepted

No correspondence received

Moved: Jimmy S Seconded: Ash Raina

SUB COMMITTEE REPORTS:

OSHC Report: Leanne Davey

P&C – OSHC Committee Report 27.3.17

Online Enrolments – We adopted the online enrolment system in October. At first, it appeared as if it would work in well with our attendance and account system but there have been many issues which we will discuss with the OSHC Committee next time we meet.

iPads – We purchased 3 new iPads in May 2016. This allowed for children to be placed in grades or composite grades for sign-in during After School Care which quickened up the process of accounting for children.

School Website – We have updated the OSHC page on the school website and included a link to our own website plus our facebook page.

OSHC AGM – Committee members were selected.

Chair – Ash Raina

Secretary – Michelle McKinlay

Treasurer – Jonathan Wells

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Prep Information Day – Last year, Tamanna and I presented the OSHC service to the new prep parents of 2017. We spoke to a few families after the information session and collected email addresses from those who were interested in utilising the service this year. It was good to work in collaboration with the school so they could present all aspects of school life and services to the parents.

Parent Survey – A parent survey questionnaire was compiled in July and distributed to Sherwood Families in October. The results were recorded and given to the OSHC Committee in November.

OSHC Grant – The OSHC Grant Application was completed and submitted in September so we could try and obtain a dollar for dollar grant and complete extensions and renovations to the Old Hall.

OSHC/Year 3 Playground – Originally we gained quotes to dig out the playground so we could meet regulations for the soft fall depth. Then the OSHC Committee moved on to discuss resurfacing the playground with a more durable and long-lasting surface. They decided to go with a rubber surface which has wet pour underneath it to cushion any falls from the playground equipment.

P&C OSHC Monthly Report

Staff Training – All staff have undergone some training to assist with behaviour management. Currently, we are gathering information together from a variety of training programs to assemble a method which the service will adopt. Positive Behaviour Learning will be used in conjunction with the school as part of this program. This training will put all educators on the same page and create consistency for the children attending OSHC. Current educators also participated in First Aid/CPR training two weeks ago to ensure these credentials were up to date.

Playground Surfacing Contract – The OSHC Committee have gathered and discussed quotes. They have chosen Surfacing Contractors to do the job. The quote was \$31,552 last October but we need approval from the P&C Committee to go ahead. I would recommend we allow up to \$35,000 for this.

Budget – I have compiled a budget for 2017 using current data. It has become clear to the OSHC Committee that we need to increase our fees to be able to provide a quality service to the children. We will discuss how much this increase should be at our next meeting and then bring it to the P&C for approval in April.

Presented by: Leanne Davey
OSHC Coordinator - Sherwood State School

Recorded by: Ash Raina (Secretary P&C)

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- P&C committee unanimously agreed for an approval of around AUD 35, 000.00, for playground surfacing
- The above amount is subject to the building extension grant approval, which could potentially happen by June/July 2017
- Till we get the above approval and surfacing implementation, mulch/bark re-laying will be continued.
- Leanne to come back with the OSHC increased pricing and competitive actual pricing in the next P&C meeting.

Around AUD 35,000.00 approval, was moved by Michelle and Seconded by David S

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Sherwood School FETE Committee Report:

- Ash got the contract documents signed by Jimmy.
- Jimmy to scan and share the same with Leisa.

Moved: Ash Seconded: Jimmy

Tuckshop Committee Report:

New Committee in place.

Moved: Ash Seconded: Jimmy

Sherwood Sharks Report:

- Ash informed that Elke has provided the following feedback:
 - “SHARKS swim club are currently processing 40% squad refunds for the credit carried from term 4 to term 1 but no service available this term therefore 40% refund available to those that wish to claim.”

Presented by Greg

- In spite of the effort and time spent and all the repair works done in recent months, it is now confirmed by engineers that the problem in the pool is not coming from within the school property.
- Energex and other agencies in touch with school to get this sorted out

Moved: Ash Seconded: Jimmy

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Sherwood Principal's Report: Greg Nelson

The report is as:

- The P&C is one of our strongest school heart beats. A strong P&C underpins a strong school. We need your support, whether as an executive member, a regular attender, or a special guest.
- Our P&C in 2016 has offered outstanding support. Funds raised by the P&C have contributed wonderfully to enhance opportunities for our students and provide outstanding facilities and resources.
- Recently the P&C helped replace several of our old air-conditioners and by doing this has ensured the learning environment for students is outstanding.
- The program of support for IT in classrooms has also continued with the purchase of iPads and laptops. In 2018 we will be trialing NAPLAN online and these IT resources will help with this as well as many other ways of accessing high quality resources for classrooms.
- Handwashing facilities have been installed in each of our eating areas and these are used and appreciated by students daily. This is especially important for students with allergies.
- The P&C has also funded our Relationships Education Program with Mrs Summers. Susan observes that no other school has taken up this program as fully as Sherwood and I personally think this is a wonderful example of commitment to child safety. It could make a vital difference to protecting our students from abuse that seems to be all too common but hidden in our community.
- Book week was also supported, and enabled a true celebration and promotion of reading – a fantastic effort.
- I am also deeply appreciative of the work of our sub-committees which include fete, uniform shop, tuckshop, OSHC, the Sharks and the Arrows. Each of these committees have also given much to our school over the last 12 months.
- I am deeply appreciative of the work David Laws has personally given to the development of our dollar for dollar submission to have the OSHC extended. My fingers are crossed for our success with this application.
- Our P&C Executive all contribute generously. I acknowledge the work especially of David Laws as President, Ashutosh Raina as Secretary and Jimmy Shkalla as Treasurer. These are key positions that ensure our P&C success from month to month. I would also acknowledge the work of Katie McDonald who goes way beyond the role of book keeping giving much to our school in many ways.
- Finally, I thank the regular attenders, you who come each month to keep us honest and help ensure our decisions are sound – please keep coming, we need you. I am coming to recognise the essential element of an effective team, a collaborative effort to improve what is first brought to the table for discussion. Our P&C does this work well – thank you.

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Greg also informed that:

- A parent volunteered to do 1st level of proof reading of 150-book
- Emily has taken pics of all the school kids
- 150 year celebrations in school was a success
- Re-emphasised on the Gonski funding and if it is taken away by the government, school and kids will suffer in the long run.

Uniform Committee Report; Building Fund Report; Social Committee Report

Not tabled since presence was not there

Moved:

Seconded:

Business Arising

None

SUB COMMITTEE REPORTS: Accepted

Moved: Ash

Seconded: Jimmy

Meeting Closed: 20: 50 hours