Unconfirmed minutes

Kinross Wolaroi School
P & F General Meeting
10/02/2010
Anderson Centre

Chair: Richard Cheney
Meeting Opened: 7.40pm

Present:
Eileen Holtz Simon Shepherd Stuart Crisp Pauline Solari Richard Cheney Jenny Glastonbury Laurie Denholm
Rob McLean Melanie Pratten Kim Brown Robyn Hicks Michelle Harper Theresa Cassimatis Brian Kennelly
Cheryl Hanson Janelle Brunner Brian Kennelly

Apologies:
Kim Filmer Sarah Passey

Minutes from the previous meeting:
Motion that the minutes from the previous meeting be accepted. Note The Art Fair minutes from the previous meeting were not amended as there were no notes taken on what had to be changed – passed without change

Moved Cheryl Hansen Secended Theresa Cassimatis PASSED

Action Decisions from The 10th June 2009 Minutes
School Council Strategic Planning:
The School Strategic Plan has been driven by Senior Council and is in its final stages with its release in two weeks. The official focus is on Outcomes, Academic Improvement and Staff Development. There will soon be opportunities for comment, this is of importance since the communication between P and F and school council has been raised at recent P and F meetings.

Bank Statements:
Kim Brown asked that the Auditor's Report be passed by the P&F so that the bank statement can be received. PASSED
There will be the discussion around appointment of an auditor at the AGM in 4 weeks time.

Letter out:
A letter was sent to Emily Zola on behalf of the P and F explaining why the P&F could not sponsor her.

Relationships between day and boarding families
Discussion occurred regarding how we could facilitate stronger relationships. Suggestion that a rugby or touch football match (Day parents versus Boarding families) with BBQ. The next step is for Simon to take this idea back to boarding families for further discussion.
Canteen Treasurer:
The position is currently vacant with Kay resigning from the role last year, however is prepared to continue on in handing the role over to a P and F members in 2010. The role involves attending the canteen treasurer collecting invoices, writing the cheques along with the staff that need to be paid. Access should be during school hours. Theresa Cassimatis expressed preliminary interest in the role, however she will need to speak with Kay Lenehan about the commitment involved. Richard will email Kay with Theresa’s details.

Canteen report on $1500.00 expenditure:
To stay on the agenda.
There has been no report despite asking for some months now. Richard Cheney to follow up. Some money has been expended, however the P and F would like to know on what items and whether there is any ‘left over’.

Development Officer replacement:
Vanessa has commenced in this role and already has contributed greatly to the Fair. The P and F are looking forward to working closely with her in the future.

Staff Christmas gifts and cards:
Were distributed on the final Staff Development Day for 2009 by Richard Cheney. ‘Orange Pekoe’ supplied the gifts of small teacups filled with French tea. Cards were printed for each staff member (total costs were $700.00).

Second hand textbook stall:
This was ‘handed over to the P and F to run at the end of last year. The Book Fair was a fantastic success. Improvements have been suggested for next year. The P and F posed a vote of thanks to Theresa, Janelle, Sarah and all the helpers of the 2009 Book Stall.
Nomination made for the 2010 Book stall organisers: Theresa, Janelle and Sarah
Moved Richard Cheney Seconded Pauline Solari

Wine drive:
There were many problems with this event last year. Flyers were delayed in going out – special thanks go to Jenny Glastonbury though who facilitated the flyer, negotiated with Ben Crossing and ‘got things underway’ 17 cases were sold.
$1190 was the profit to come to the school.

Living away from home allowance letter:
To stay on the agenda.
CORRESPONDENCE:
In-Nil

Out- Letter to Emily Zola.

See Attached. There are still some outstanding Wish List items. This was discussed as most items outstanding have been so for three terms. It was also expressed that the 2010 wish list needs to be approved prior to the Fair and information regarding how the fair money will be spent (ie on wish list items) needs to be advertised for parents in the KWS Bulletins. Richard and Brian to coordinate this happening.

Motion that the Treasurer's Report be approved. Moved Kim Brown Seconded Stuart Crisp. CARRIED

Principal’s Report- Brian Kennelly
There was a tragic start to the year with 2 of our former students being tragically killed. School routine has helped staff and students.
There are 16 new staff. 3 Heads of Faculty 1 Head of Wolaroi Boarding.
New students had a great start to the year, settling in well.
2009 had wonderful results in the HSC, although there are still areas for improvement. Results are being examined and changes will be implemented
The new Prep buildings are excellent- great job by Prep staff in planning. A new car park and a new cart/ maintenance area are planned. There are many new computers throughout the school, this is the money that was ‘allocated’ for individual Year 9 students. Each school can spend this money as appropriate and for KWS – the money is distributed so that the whole school population benefits. Sarah Wilson is a new appointment to the Canteen and has commenced as the Canteen Assistant, replacing Suzanna.

Preparatory School Report- Rob McLean provided a verbal report to the meeting. Rob commented on the new classrooms and how Prep now has dedicated music, Japanese and computer rooms. Staff are all settling into the new environment.
New playground equipment is on its way – however is very expensive. P and F have pledged $10000.00 to this project and there is the former equipment – however there is still a ‘wish list’ of items that Rob is looking at.
Prep is preparing for the fair – with the bottle store once again.

Boarders Report- Simon Shepherd
There are 15 new staff and 50 new students, many Year 7 girls. There is also a new bathroom.
Students are settling into routine
Largest boarding school in rural NSW

Canteen Report
Unfortunately there was no representative from the canteen at this meeting and there is no report – need to hold over until next month
General Business

2010 FAIR:
Posters have been printed and are being distributed. A 4 metre metal sign at the front of the school (costing $1500) will announce P and F (plus school) activities and another sign in Cox Ave. The signage at the front of the school will have the school emblem etched with the notices in removable lettering. The current sign will be for the fair (2 weeks), then for scholarships, the art fair and open day.
Orange City Council has positioned banners up the main street and the Gateway sign coming into Orange on the Bathurst Road will also advertise the Fair.
A wet weather alternative was suggested whereby stalls and activities could be accommodated in nearby rooms and undercover areas.
The major raffle [Guessing Competition] tickets have been distributed and have been steadily returning.
Approximately $37000 will hopefully be raised and this would fund all items on the 2010 wish list. Focus is on the Senior School. Market the Fair to parents.

Motion to raise money to go towards a Wish List. Moved Richard Cheney Seconded Stuart Crisp CARRIED.

Auctioneers have volunteered to run the Calcutta. The organisation of the hangi is progressing. McLachlan House require sheep. Stallholders need to stipulate what money they need for their stall products.
Money collection will include Kim and Lisa and 3 others. Invoices need to be retained. Artwork by the students will be used and as Thank You cards.

Canteen survey-
Richard completed compiling all the responses from the 2009 Term 4 survey of day students. The report was circulated to the P and F members and will be placed on the school website.
Issues concerning the canteen were raised and discussion followed. This was due to the release of the Canteen Survey Report. Further discussion will follow.
Advertise for a Canteen Focus.

Business without notice:
Nil was tabled

Meeting ended: 9.35
Next meeting: 10th March 2010. AGM and Ordinary Meeting

Richard Cheney
KWS P and F President