

# WIRREANDA P&C MINUTES

*Tuesday 18<sup>th</sup> June 2019, Wirreanda Public School | Meeting called to order by Rachael Vaughan at 3.35pm*

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## In Attendance

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Rachael Vaughan, Holly McKew, Nicole Young, Manda Lea, Sarah McAllister, Samantha Goodwin, Leisl Kennedy, Philippa Young, Sue Wilson, Belinda Beasley & Sally Rolfe.

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## Apologies

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Apologies of absence were received from: Lisa Janssen, Nikki Bohan, Chloe Grining, Jacquie Stokes, Clare Lewis, Elizabeth O'Rourke, Sheree Parrott & Mel Gole.

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## Approval of Minutes

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The minutes of the meeting of Wirreanda Public School P&C Association held on Tuesday 14<sup>th</sup> May 2019 as read by Rachael Vaughan be taken as read and confirmed as a true and accurate record.

Moved by Rachael Vaughan & seconded by Holly McKew – All in agreement - Carried

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## Matters Arising from previous minutes

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- Sports Hand Balls – to be discussed at next meeting 30<sup>th</sup> July 2019 as Sharon unaware of arrangement & how it would work in the canteen.
- Sports Uniform – has been ordered by Pat Haye, school will forward invoice to P&C for reimbursement

Moved by Rachael Vaughan & seconded by Holly McKew – All in agreement – Carried

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## Correspondence

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- Bank Statements
- Father's Day Gift Catalogue & fundraising leaflets

Moved by Nicole Young & seconded by Holly McKew

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## Presidents Report

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Presented by Rachael Vaughan - Copy attached

Moved by Rachael Vaughan & seconded by Sally Rolfe

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## Treasurers Report

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Presented by Holly McKew. Copy attached.

Moved by Holly McKew & seconded Nicole Young – All in agreement – Carried

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## Sub Committee Reports

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Fundraising Report – Presented by Nicole Young – copy attached.

Next fete committee meeting is 3<sup>rd</sup> July at 3.30pm

Moved by Nicole Young & seconded by Holly McKew – All in agreement – Carried

School Uniform Report – No report

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## Principals Report

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Presented by Philippa Young – Copy attached

WIP – Quotes for outdoor screen & nature playground (Timber Creations)

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## General Business/Actions

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- Community Building Partnership grant (CBP) Applications open 2<sup>nd</sup> September 2019. Rachael to investigate further. Possible creation of subcommittee to take on project?
- Motion by Holly Mckew – To display school uniform shop opening hours – School will arrange sign.
- Motion by Holly Mckew – Requested to fix (dance) hall heaters. Currently this space is not being utilised by the school (possible future expansion). Heaters are fixed (schools' expense) annually and break annually - additional school expenditure is denied.
- Student Leadership Policy – Philippa wanted feedback on the current policy as wanting to streamline. Suggestions included Year 5 present to Year 5 who can elect students. Perhaps include current SRC's & prefects in the selection – Philippa will discuss further with teachers.
- Bus Timetables – Philippa handed Rachael paperwork since 2010 as the bus timetable determines school hours. Currently bus drops children 1 hour prior to school opening, meaning children are unsupervised for 30 mins which is not acceptable. Likewise, last collection/pick up is 3.50. Rachael to look into and request meeting with Kate Washington.

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## Next Meeting

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Date of next meeting – Tuesday 30<sup>th</sup> July 2019 at 3.30pm

Meeting closed by Rachael Vaughan at 4.48pm

Total number of Financial Members = 19

**SPECIAL MEETING**

# P&C BYLAWS MINUTES

*Tuesday 18<sup>th</sup> June 2019, Wirreanda Public School | Meeting called to order by Sally Rolfe at 4.49pm*

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## In Attendance

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Rachael Vaughan, Holly McKew, Nicole Young, Manda Lea, Sarah McAllister, Samantha Goodwin, Leisl Kennedy, Philippa Young, Sue Wilson & Sally Rolfe.

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## Bylaws

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Sally presented the current 2015 bylaws, highlighting the amendment/additions for 2019 as recommended by the P&C Federation. Also included copies of the recommended policies: Code of Conduct & Social Media Policy.

Amendments to Bylaws:

- Change 2015 to 2019
- Delete 'prescribed' as standard constitution (To accompany the Prescribed or Standard Constitution)
- No 6 – remove "school hours"
- No 11 – Code of conduct & social media policy (copies supplied)
- No 16 – (added) Any motion to expend finances (in between meetings) must be received in writing, and a minimum of 3 Executive members approval. Motion will be added to the agenda by the Secretary for the following meeting to discuss if required.
- No 17 – Remove 'any non-member can recount to confirm figures to assist if required'
- No 18 – Replace Life Members with Patrons
- No 19 – Added - The P&C Association may remove an honour the P&C Association has bestowed if the recipient of such honour and has been convicted of committing an offence that may be punishable by law.
- No 20 - Added - Bylaws & policies are to be reviewed and updated according annually in line with the P&C Federation guidelines.
- No 20 – Amend according to accordingly

Amended Bylaws & suggested policies to be presented at next committee meeting being held on 30<sup>th</sup> July 2019. Once approved a motion will be made to adopt, 21 days later the new bylaws will be in place as per the Federation guidelines.

Bylaws – will be added the 2020 AGM Agenda

Meeting closed by Rachael Vaughan at 5.03pm