Meeting: Tuesday 8th December 2015
Meeting Start Time: 7.45 pm
Meeting End Time: 9.00 pm
Location: School Library
Chair: Sade Kalasabail – P&C President
Attendance: 11 as per the sign-in book
Apologies: Erisha, Deva, Punam, Jillian, Ellen, Francis, Deepti

Part 1: Opening Session

- Being the last P&C meeting of the year it was held in Social Meeting format with finger food and drinks brought by the Parents.
- Due to the apology of the P&C Secretary, Sade Kalasabail will be taking the minutes for the meeting.

- Principal’s Report (Principal: Mark Anderson)
  - Another successful year is coming to an end and eagerly waiting for the HSC results next week.
  - Last two days of the year is set apart as staff development day. For next year would like to split this training evenly across the four terms during the year with half a day in each term to be set aside. Most of the staff has accepted the concept.
  - P&C agreed with the change as at the EOY the teachers would be exhausted and looking forward for the holidays and by spreading it throughout the year there would be more benefits, and asked the Principal to pursue it further.

Part 2: Business Session

Minutes of Last Meeting

- Motion 2015–12A Motion to accept the minutes of the last meeting
  Proposed: Praveen, Seconded: Sam – Motion Carried

Correspondence

REPORTS

- President’s Report (Sade Kalasabail)
  - The concept of P&C presence in the social format to be explored as a parent has suggested of using it to sell old school uniforms. If it is going to be setup it should be using a P&C email address, which will be set up by Helmut. Denise volunteered to setup the facebook account with the help of another parent. Will be presenting more details at the next meeting.

- We have to increase the parent participation at the P&C meetings by inviting guest speakers. Stress and Bullying as topics to be explored for the next meeting.
- **Treasurers Report** (Helmut Hiebl)
  - Financial statement presented for period 1\textsuperscript{st} to 30\textsuperscript{th} October 2015
  The trading account opened with a balance of $14,592. The main transactions were a transfer of $14K to the ING investment account and payment of grounds expenses of $404, leaving a closing balance of $202.87.
  The ING investment account closed with a balance of $136,692.99 after the transfer in of $14K as well as $248 in interest.

- **Motion 2015–12B** To accept the financial report for October
  Proposed: Helmut, Seconded: Praveen – Motion Carried

- **Motion 2015–12C** To approve Expenditure up to $550 for purchase of Movie tickets for the School admin staff.
  Proposed: Helmut, Seconded: Sam - Motion Carried.

- **Motion 2015–12D** To approve Expenditure up to $150 for purchase of Gift Vouchers for the Auditor as a token of appreciation for the volunteer work done.
  Proposed: Helmut, Seconded: Bindi - Motion Carried.

- **Motion 2015–12E** To approve Expenditure up to $150 for purchase of Gift Vouchers for the Grounds Coordinator for the help rendered throughout the year.
  Proposed: Helmut, Seconded: Ash - Motion Carried.

- **Fund Raising Committee Report**
  - Setting up of the Facebook will be the new activity.

- **Function Committee Report** (Ash Gholkar)
  - Had lot of events in the past month, which went off very well. Thanks to the help of parents and the staff without whom it would have been impossible to support so many events.

- **Canteen Report** (Bindi Shah)
  - Sink came was of wrong size to be replaced with correct size.
  - Canteen EOY dinner went off very well.
  - Request the school to explore the possibility of using the library card at Canteen too, so kids can use the same method of payment around the school.
  - For New Year 7 Parents orientation in Dec request that the morning tea and Book pack sales to be combined together as the parents can use the time waiting to buy the book packs to relax and socialise.

- **Grounds Report**
  - To discuss the grounds day plans for next year during the first meeting.

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Next meeting: Tuesday February 09\textsuperscript{th} 2016.
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