



SHENTON COLLEGE P&C

MEETING MINUTES

22 March 2018

PRESENT: Larissa Carpenter, Gregor Wild, Jacky Fang, Danielle Des Forges, Danielle Higgs, Van Le, Vera Dedijer, Jenny Hart, Inger Thompsan, Nick Albatis, Andrew Fox, Nola Mattingley, Lyn ouer, Tim Hothman, Natalie Lee, Michael Morgan, Justine Oxley, Nick Emeljanow, Karen Thurston, Yvonne Byrne, Desiree Perrin, Erin Tulk, Ann Conlon, Darren Newness, Bill Marchbank, Mal Barrett, Samantha Rawstorne, Susan Farrant, Viv Blycha and Adrian Barich.

APOLOGIES: Penny Taylor

Meeting Commenced @ 7.05pm

1. ACCEPTANCE OF PREVIOUS MINUTES

Accepted: Adrian Barich Seconded: Viv Blycha

2. BUSINESS ARISING

2.1. Nil

3. CORRESPONDENCE

3.1. IN

3.1.1. Letter from Caphorn Young, requesting to become involved in the school. Sponsorship will be spoken about in General Business.

3.1.2. WACSSO P&C Handbook arrived, providing guidance on the proper management of the P&C.

3.2. OUT - Nil

4. PRINCIPAL'S REPORT presented by Mr Morgan (details of report sent by email to all P&C members prior to the meeting).

4.1. Celebrations – Shenton has competed very successfully in sports and other competitions this year: won a grade swimming carnival; McMahan Shield; Diving; and Debating Club promises to be a good year. We should take stock to celebrate these achievements.

4.2. Yr 7 Camp – questions over the relevance of the camp as it can be seen as disruptive to the start of the school year. Mike Morgan believes the camp is very relevant but there may be a change of location next year, to Ern Halliday.

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- 4.3. Pathways to success for Deaf students has been hugely successful. Many receiving placement in work from high school, and many attending university.
- 4.4. Girls in STEM a success – guest speakers invited to speak with girls (Barry Marshall).
- 4.5. Charity Day is now a dress free day – acknowledging the students wishes.
- 4.6. Friends of Shenton - Mike would like to raise an Alumni and seek Ambassadors for the school, to generate a network of people who support the school. The Alumni would include graduates from Shenton, Hollywood and Swanbourne, allowing the school to access influential people from the community. This concept will be explored further.
- 4.7. Redevelopment has been progressing well. 50 million dollar build which is running on schedule. 800 seat acromat, move into the gym first day back next term. The facility is equipped with quite a few additional pieces of equipment designed to accommodate robotics and other areas of learning.
- 4.8. Nick E asked what will be the topic of the next Open Board Meeting. Primarily, the redevelopment will be discussed.

5. **TREASURER’S REPORT** Presented by Nick Emeljanow

5.1. Agree and approve account signatories:

- Adrian Barich (President)
- Justine Oxley (Vice President)
- Nick Emeljanow (Treasurer)
- Viv Blycha (Secretary)
- Larissa Carpenter (Secretary)

Nick Emeljanow proposed that the above be approved as Bank Account Signatories

Motion passed: Seconded by: Adrian Barich

All to sign bank documentation after the meeting.

5.2. Refer to the budget – key points of difference from last year:

5.2.1. Voluntary contributions were raised by 50% from last year. This money is used to support the school and support P&C events/projects/WACCSO fees/additional admin costs.

5.2.2. Exec has requested to allocate approx. \$25k for future P&C projects, namely to support the opening of library after hours two days per week, to host “Homework Club”. Concept at this stage is as follows:

5.2.2.1. Supervised by school staff at all times



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- 5.2.2.2. Alumni (recently graduated students) will be asked to return to the school to provide assistance with concepts/learning.
 - 5.2.2.3. Two nights (Tues/Thu), opening from 3 to 6pm
 - 5.2.2.4. Member asked about the \$25k for library and where that figure came from. Adrian explained that that figure was simply a guestimate and further analysis needed to be done. It may require additional funds, which will be sought as more detail is available. All members were interested to know more information. Mike has seen this concept work in the past and is an opportunity for previous students to return to the school and provide mentorship. Mike suggested this concept may be ignited through clever marketing. Viv will take the lead for developing an after hours Library concept with Mike.
- 5.3. Adrian raised the point that the P&C would like to increase the percentage of voluntary contributions paid. Adrian asked the members for ideas to achieve this.
- 5.3.1. Historically the School has collected 80%, but Mike felt that the percentage has dropped due to increased contribution. Mike Morgan explained that historically, some parents philosophically oppose – which is the main reason for non payment.
 - 5.3.2. Mike believes that the P&C can improve the voluntary contribution targets by advertising the benefits provided to parents though the P&C applying the voluntary contributions.
 - 5.3.3. Member of the P&C agreed that regular communications stating/providing a visual of P&C achievements will be beneficial to generate support from the parents.
 - 5.3.4. Adrian has suggested that a Communications/Marketing sub-committee be formed to work on a communications plan. Justine Oxley will head the committee and P&C members who are interested are welcome to join that group. Justine to develop a Terms of Reference to guide the Communications direction.
 - 5.3.5. Adrian asked who puts the wishlist from teachers together? Mike confirmed that the school asks for input from Teachers, who are required to submit justification to achieve P&C funding. Mike would collate the requests to present to the P&C.
 - 5.3.6. Mike reinforced that P&C should not approve any requests for funding that has come directly to the P&C.
 - 5.3.7. Is the \$205k draft income reasonable given the lower percentage of voluntary contributions? In two weeks we will know, when final voluntary contributions are known.
- 5.4. Nick E proposes that the budget be ratified as it stands.

Motion passed: Seconded by: Larissa Carpenter

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5.5. Payment of Chaplain Services for 2018.

- 5.5.1. Approved payment - cheque number is 413 and the payee is : The Churches' Commission on Education, sum \$22000

Motion passed: Seconded: Justine Oxley

5.6. Payment of Early incentive to parent for paying voluntary contributions early.

- 5.6.1. Approved payment Coles voucher reimbursement, the cheque number is 414, and the payee is : Nick Emeljanow

Motion passed: Seconded: Andrew Fox

5.7. School Psych – Mike said that the school had 0.6 of a Psych. Govt funding based on student numbers. With the increase in numbers, the site funding given by Govt will be increased to 0.9, the School pays for 1.6. This is done because you need a trained Psych. Mental Health is assessed as a significant issue particularly in the Western Suburbs. The funding received from P&C for this service directly benefits students who need access to such services. One member asked if there is a need for more? Mike said there is always need for more. Recent Govt cuts to education has affected ancillary services within the school. Shenton has managed to mitigate these cuts through areas other than Psych, but further Govt cuts may negatively affect more ancillary services within the school.

5.8. Approval of funding to support School Psych.

Motion passed: Seconded: Danielle Desforges

5.9. Received \$10 membership subs, receipt number 23**5.10. Acceptance of the financial report.**

Motion passed: Seconded: Justine Oxley

6. P&C PRESIDENT'S REPORT presented by Adrian Barich

- 6.1. Nil specific points

7. SCHOOL BOARD REPORT presented by Jenny

- 7.1. Next school Board meeting to be held at 5.30 pm on Monday 26 March 18. This meeting will be an open meeting for all parents.

8. FRIENDS OF MUSIC SHENTON presented by Andrew Fox

- 8.1. AGM held a few weeks ago – new and old attended
8.2. The group is growing which means there are additional requests for equipment. Semester 1 round of concerts coming up in June – require volunteers.

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8.3. 2019 OS trip location has not been decided at this stage. Andrew shared with us some events to expect in the remainder of the year.

9. GENERAL BUSINESS

9.1. WACSSO representative Anne Fairbanks presented to the P&C, informing us of the role of WACSSO and the support that is provided to all P&C's. Nick E mentioned that the Conference is a good networking opportunity.

9.1.1. Themes from last WACSSO conference includes:

9.1.1.1. Students presenting their experiences in public education

9.1.1.2. Commissioner for Young People spoke, addressing 'what students want', strategies for parents and students to navigate school.

9.2. Chaplain was not able to attend this evening, however, they have been invited back to speak with us at the next meeting.

9.3. Sponsorship – Adrian confirmed a target number of people had offered to be a part of the P&C. Adrian will take the lead on sponsorship to leverage off local community leaders/businesses and

9.4. Is there a WACSSO policy on sponsorship? Anne confirmed there is no policy and that the school community would consult with the community to agree on a way forward.

9.4.1. Concern was raised about the message sent through sponsorship of certain industries.

9.4.2. Mike stated that he thought sponsorship was a great idea, however, selection of sponsors was key and should be in concert with the Shenton tenants.

9.5. Larissa proposed that the P&C recognise the long serving P&C members who have recently stepped down and who have been a volunteer at the school for a long period of time. All members agreed it was a great idea and Larissa volunteered to follow this through with WACSSO.

9.6. Fathering Project - Nick E introduced Darren and Bill who have been involved with the Lighting Project (energy saving concept). Last year it was decided to move forward on a water efficiency program. It was a success that engaged the P&C. It also encourages other parent and students to engage more. Bill would like to invigorate this initiative.

9.6.1. Darren from Elevage has partially completed an Audit (light level testing-at no cost). Darren wants to continue this Audit and present findings to the P&C, with the aim of reducing electricity and tariff costs.

9.6.2. Adrian asked the floor for any comments/concerns. Members support the idea and Darren can present an update at the next meeting. Nick E will be the conduit between Darren and Mike.

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- 9.7. Friends of Shenton – The School Board wants to promote Shenton (via Alumni Network/Ambassadors). Aim is to seek support from this group through mentorship/promotion of Shenton to build a profile that attracts a greater network/Alumni.
- 9.7.1. Question from member – What is the aim of building the school profile. Mike made the point that it was important to celebrate the achievements of the school and some of those achievements can be found in Alumni. It builds pride of the school in all students/staff and the general community.
- 9.7.2. Adrian requested support from the P&C to establish a sub-committee to establish Friends of Shenton. Adrian will lead with Larissa, Karen, Danielle and Viv to contribute.
- 9.8. Inger suggested that we hold a meeting at breakfast time at Lemnos to support the hospitality students working in the café.
- 9.9. Building fund exists and Lyn suggested that a reminder be sent to parents as it is getting close to the EOFY. Mike said a message would go out through the school.
- 9.10. Adrian concluded by re-affirming the theme of the P&C is to celebrate Shenton. Thankyou to all who have come along and contributed to the meeting.

Meeting Ended @ 9.11pm

Next Meeting **Term 2**
 17 May 2018
 7.00pm

ACTION ITEMS FROM MEETING

Adrian Barich	Draft letter to parents thanking for payment of voluntary contributions and requesting those who have not paid, to pay.
Justine Oxley	Lead Communications sub-committee with assistance from a number of members. Develop Terms of Reference to guide the sub committee and be prepared to report back to P&C at next meeting on 17 May 18.
Viv Blycha	Work with School to coordinate 'Homework Club' concept in library after hours.
Adrian Barich	Take the lead to explore Sponsorship options



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Larissa Carpenter	Arrange for certificates of appreciation to be raised for those past P&C representatives who have made significant contributions to the school
Nick E	Liaise with school and Darren from Elevage to ensure access is granted in order to complete lighting audit – for the purposes of identifying ways for the school to become more energy efficient.
Darren Newness	Complete the lighting audit and provide findings and recommendations to the P&C by 17 May 18
Adrian Barich	Raising of a sub committee to champion an Alumni. Volunteers for this include: Larissa, Karen, Danielle and Viv.
Viv Blycha	Look into alternate meeting locations/times – Lemnos House Coffee Shop was suggested
Michael Morgan	Send reminder to parents of the opportunity to contribute to the building fund before EOFY