Meeting opened: 7.35pm

Attendance: Lauren Borst, Heather Rutty, Robyn Tindall, Rosemary Isedale, Scott Penning, Kerrie Faulkner

Staff present: David Sharpe (Deputy Principal), Barney Ellevsen (Deputy Principal)

Apologies: Cristina Thompson, David Robson (Principal)

Acceptance of previous minutes (November 2013): Lauren Borst Seconded: Heather Rutty

Correspondence:
- School Financial Report (Treasurer to file)
- Fundraising Information

Treasurer’s Report:
- Nothing to report since last meeting

Principal’s Report:
- Start of 2014
  - Settled start to year
- School Upgrades:
  - Main quadrangle resurfaced over Summer holidays – mini tennis and volley ball courts to be re-marked
  - Boys Toilets – Stage 1 – tiling. Second section gated off so revamped section used. Second section to be tiled in Stage 2.
- Staff Appointments
  - Lauren Knox – English
  - Susan Gatwood – Maths
  - Head Teacher Admin – Olivia Thompson – transfer from Regional Office
  - David Sharpe – Deputy Principal
  - General Assistant – Stan French
  - Head Teacher PDHPE can be advertised – Lauren will be parent rep on panel
  - John Cropper (PDHPE) is on Long Service Leave
  - Lisa Hicks – Acting Head PDHPE
- New Director of Public Schools
  - New appointment for Northern Illawarra School Education Group (SEG)
  - Debbie Lowe
  - Based at Warilla
  - Responsible for 7 High Schools and their feeder primary schools (39 principals)
- 2013 HSC Results
  - Highest ATAR 97
  - About 11 Band 6 results
- School Numbers
  - Anticipated numbers of student due on Friday 14 February: ~950 students
  - Large number of new enrolments
• **Other issues discussed:**
  o Gender specific classes in Year 7 only has been successful
  o Year 8 – co-ed classes
  o Year 9 – electives and some graded classes

**General Business:**

• **Voluntary fundraising donation**
  o Options for goal
    ▪ Shade shelter for main quadrangle
    ▪ Other COLAs/shade/weather protection in other sites around school
    ▪ Shade sails may not be covered by insurance
    ▪ Need to discuss options with staff, parents and students

  o **ACTION - Lauren:** Ask David Robson if an invoice for the P&C Voluntary Fundraising donation can be sent to parents
  o **ACTION - Lauren:** Ask David Robson for current balance of P&C donation account
  o **ACTION – Rosemary:** Investigate the possibility of grants through Ryan Park’s Office (Local State Member of Parliament)
  o **ACTION – Robyn** – Write a letter to Bunnings enquiring about possible dates for a fundraising BBQ

• **Gonski Website**
  o A Senate Review of School Funding has been proposed
  o Parents are encouraged to submit a submission on the Gonski website
  o A proforma is available with 3 basic questions
  o Numbers of submissions are crucial, rather than length or detail
  o Submissions open 17 February for about 4 weeks

• **School Website**
  o P&C Minutes have been uploaded to the school website
  o Thanks to Michael Robson for doing this task

• **Note to parents about P&C Meeting**
  o Many thanks to the school for sending out electronic and hard copies of the P&C reminder

• **Meet the Year 7 Parents and Teachers BBQ**
  o Proposed date Monday 3 March
  o 4.30-6pm
  o BBQ in Senior Quad with School Gym as wet weather back-up
  o Social event for Year 7 Parents to meet each other, P&C Members and teachers
  o P&C Table to have sheet s for parents to sign up if interested in helping with working bees, canteen, submitting a submission to the Gonski website
Keira High School Parents and Citizen’s Association
Minutes – 5 February 2014

 ACTIONS - Lauren:
  - Discuss concept with David Robson and confirm date
  - Develop a handout with teachers’ names and photos
  - Investigate cost of sausages
  - Organise purchase of food – bread, sausages, sauce, onions
  - Investigate access to fridge space
  - Prepare contact detail sheets for P&C table
  - Organise a Lucky Door Prize (family cinema pass?)

 ACTIONS – Robyn
  - Draft an invitation and circulate to Lauren, Heather
  - Organise distribution of invitation
  - Update P&C flyer for distribution at the event
  - Liaise with Lauren re: general organisation

 ACTIONS – David Sharpe
  - Investigate Student helpers to cook BBQ, SRC Involvement, Hospitality students involvement
  - Investigate location of large tubs for drinks

 ACTIONS – David Robson
  - Liaise with Lauren (see above)
  - Confirm use of school BBQ
  - Talk to staff about the evening – meet and mingle with Year 7 parents, help serve food

[Other thoughts since the meeting regarding the BBQ:
  - Paper plates, plastic cups, serviettes
  - Signs? (Robyn happy to make)
  - Set up time – set up crew
  - Tables and chairs
  - Access to toilets for parents
  - Photographer – is permission required to take photos?]

Meeting Closed: 9.25pm

Next Meeting: Wednesday 5 March – ALSO THE ANNUAL GENERAL MEETING

Agenda items – 10 minute presentation about ROSA (Record of School Achievement)
Informal Notes from P&C Dinner in December 2013:

Present: David Robson, David Sharpe, Cristina Thompson, Lauren Borst, Robyn Tindall, Heather Rutty, Margaret Adams

Apology: Rosemary Isedale

Items briefly discussed:

- **P&C Meeting Attendance**
  - What can we do to increase attendance?
  - What is the role of the P&C?
  - What is the role of P&C members?
    - Guest Speakers
    - Fundraising Role
    - Meet other parents
    - Working bees for gardens, quadrangle improvements, covering books, painting
    - Helping with reading groups
    - Canteen help

- **Year 7 Meet and Greet BBQ**
  - Term 1 2014
  - Discuss details at February 2014 meeting

- **Bunnings BBQ Fundraiser** – Lauren will enquire about dates for 2014

- **Communication with parents**
  - Can P&C reminder emails be sent to all parents? Robyn to send to David Robson and he will forward to the Front Office for forwarding to all parents
  - Invite parents to Award Assemblies
  - Head Teacher Admin can send reminder texts about events