WOLLONGONG HIGH SCHOOL of the PERFORMING ARTS  
P&C MEETING MONDAY 17 August 2015 - 7pm

Attendance: Steve Creenaune (Relieving Principal), Bryce O’Connor (Deputy Principal), Gaye Burrows (President Dave Holloway (Vice President), Tracey Kirk-Downey (Vice President), Marija Sheedy (Treasurer), Liz Thompson (Secretary), Ruth Camplin, Bernadette French, Carol Player (Canteen), Delaney Nugent, Gerrie Tollardo, Anna Brown (Canteen), Traybee McLean (Canteen), Steve Carpenter (P&C Federation), Samantha Rudd (P&C Federation), Annabell Teodoro.

Apologies: Doug Hearne (Relieving Principal), Karen Barnes, Jennifer Turnbull, Jan O’Hallaran.

Meeting Opened: 7.05pm

****Please be advised:- We are not covered by parliamentary privilege, this is a public meeting and anything you say, can be public record.

Welcome to Steve Carpenter & Samantha Rudd from P&C Federation.

Minutes of previous 20.7.2015 – moved: Tracey, seconded: Dave
  • Amended: Annabelle was present at previous meeting

Business Arising from Last Minutes moved: Ruth seconded: Liz
  • Headsets - Until further investigation we will hold purchasing headsets.

Principal’s Report – Steve Creenaune moved: Marija seconded: Liz
  • Doug on leave.
  • HSC dance completed
  • HSC drama 25 & 26 August
  • HSC Music 8 & 10 September
  • HSC Art showcase 26 & 27
  • Ind Tech common room on display now.
  • SRC & Captains underway for next year
  • Timetable – subject selection 99% of data completed for years 7 & 8.
  • Notification last Friday new HT secondary studies position will go to merit selection
  • Good start to term 3. Greg Mallon in DP’s seat
  • Current numbers for 2016 is 218. With a waiting list of siblings.

HR Report: moved: Delaney seconded: Ruth
  • Discussion 3 weeks ago with Exec & canteen staff.
  • Looking at getting book-keeper, getting quotes at the moment.
  • Exec. are looking at outside provider to get quotes.
  • Need to have sufficient funds to back pay staff.
  • Working at putting policies in place for Exec & employees.
  • By next meeting should have clear guidelines & figures
  • Need to ensure employees are covered correctly
Canteen Report:  
Moved: Traybee  Seconded: Gerry
- Invoice for merit certificates $620
- Marija explained the school merit system to the meeting.
- June canteen report as attached.
- July statement, hold off until next month when statement comes through from Westpac.
- Book-packs – will look into P&C doing them this year. Would need approx. 150 book packs.

Canteen Sub-committee
- Gaye handed out draft of canteen sub-committee.
- Can be voted on at next meeting (14/9/15)
- Number of members, quorum, meeting times have been added.
- Gaye to put something in High Notes tomorrow asking for EOI
- Steve Carpenter suggested it’s a good practice doing a stocktake at the end of each term.
- Next meeting 14 September to vote on canteen sub-committee

Treasurers Report:  
Moved: Tracey  Seconded: Ruth
- Building fund has been closed
- Term deposit has not been re invested.
- P&C membership has been paid.
- Cheque from Dept was used to open the new account.
- Canteen cheque book needs to have updated name & ABN. **Marija to check with Westpac**

Correspondence In/out:  
Moved: Tracey  Seconded: Liz
- Thank you letter received from Glenn Mallon for shade covers
- Thank you letter received from Smith Street Unit for sporting equipment & new fridge
- Letter attached – to Ryan Park

General Business:  
Moved: Gaye  Seconded: Tracey
- Rock Brain 2016 proposal – plan to look into some club options.

Steve Carpenter - Merit Selection
- Parent Rep needs to be looked into seriously. Call for nominations of panel.
- P&C representative will be covered by insurance if minuted.
- Nominations for merit selection needs to be a process.
- At AGM call for interested volunteers to go on merit selection list. Work from this list.
- Delaney Nugent, Ruth Camplin, Liz Thompson, Gaye Burrow, Marija Sheedy, Tracey Kirk-Downey, Annabelle Teodora were interested in going on merit selection list in the future.
- 2 motions - 1 for this panel, the remainder will go on ongoing panel list. Move motion for current nomination. Candidate 1 = Annabelle. Candidate 2 = Liz Thompson.
- The remainder will be available on a list. Moved motion to have panel list to be contact randomly to be available for panels that come up. Delaney & Ruth. Motion carried
Financial accounting

- President to sign bank statement & report to say what is being reported.
- Operational guide for Treasurers on Fed website.
- Original bank statements are the official record, does not allow for any adjustments.
- Don’t always write to your local member, write to Minister. Use your networks. Politicians dislike social media.
- If P&C donate equipment, get a plaque put on it.
- Encourage P&C to make a commitment for the time you are there. Do not make promises for long term items.
- Finance committee rep – Steve Carpenter asked who our representative was on the school panel. Steve Creenaune explained we didn’t have a rep but said that one could be nominated.
- Exec meetings should be minuted. They can be redacted. Staffing matters/complaints do not have to be minuted.
- Minutes to go out in draft form.
- Send email to office and affiliate email account to be set up.

AGENDA FOR NEXT MEETING.

- Opening
- Minutes – confirm minutes of previous meeting
- Business arising from previous minutes
- Principals Report
- Canteen Sub-Committee
- Correspondence
- Treasurers Report
- Canteen Report
- General Business

Meeting Closed: 9pm

NEXT MEETING: Monday 14 September 2015 - 7.00pm

NB: Please be aware that if you don’t sign the attendance book I cannot put you on the minutes, whether you were there or not.
Dear Ryan Park, MP for Keira

I am writing to you on behalf of the P&C Association at Wollongong High School of the Performing Arts (WHSPA) hoping that you, as our local member, will be able to help.

In 2014, we raised concerns regarding the safety of students at WHSPA, Keira and the TAFE in regards to the bus stop on the Princes Highway. We are appreciative of your help contacting the RMS and as a result the bus stop was moved and safety fences were installed.

As parents advocating on behalf of our children and fellow students of WHSPA, we would like to raise our concerns in regard to the unsafe pedestrian access and general lack of school traffic signage around the vicinity of the school.

We hope that by raising community awareness in regard to these issues that you can lobby our concerns to the relevant Government organisations, such as the RMS, so that measures are put in place to ensure our children are not put in any risk when commuting to and from school.

**SCHOOL TRAFFIC SIGNAGE**

When travelling north or south along Princes Highway there is no 40km per hour signage to notify vehicles they are entering a school zone and must slow down for pedestrians during 8am - 9:30am or 2:00pm - 4:00pm school days. This is extremely surprising given the fact Princes Highway is 6 lanes wide (3 lanes in both directions) along the length of the school and there are over 2,500 students accessing the schools in Lysaght Street (WHSPA, Keira High and Wollongong TAFE) every day.

The Illawarra Grammar School (TIGS), West Wollongong Public School and St Therese Catholic Primary School are positioned on Princes Highway, West Wollongong. This is only a 4 lane road and there are 40km per hour flashing signage between the hours of 8am - 9:30am, 2:00 - 4:00pm school days plus a speed camera installed. Why aren't our children afforded the same safety measures as their neighbouring schools?

WHSPA P&C Association would like to see a 40km per hour flashing signage installed on both the north and south lanes of Princes Highway to warn vehicles that they are entering a school zone and to slow down during 8am - 9:30am, 2:00 - 4:00pm school days. We would like to see a speed camera installed along Princes Highway on both southern and northern lanes of Princes Highway to help reduce the speed of traffic in this area.

**PEDESTRIAN ACCESS**

Who can forget Ella James - a 7-year-old student who was tragically killed when a motorist failed to stop at a red light pedestrian crossing on Princes Highway in 2000. Ella was walking to her local school, Bulli Primary. It took this tragic event for proper safety measures to be put in place to ensure this never occurred again. As a consequence of this horrible accident, the railway bridge across Princess Highway was converted into a footbridge.

At WHSPA, there has been "near misses" with pedestrian’s at the crossing on Princes Highway outside the school. As concerned parents WHSPA P&C Association we don't want to wait for a tragic event to occur before proper safety measures are put in. We ask that WHSPA, Keira High and TAFE students can ALL safely commute to and from school at this very busy intersection.

Thank you for your time to consider our concerns. We respectfully request your attention to this matter and we look forward to hearing from you.

Yours sincerely

Gaye Burrows
P&C President
CTB Statement No: 805 (1/8/2015)

Balance $28,745.71

MYOB Profit & Loss – July 2015

Income $ 9,032.29
Expenses $ 18,064.95
Bank Interest $ 13.03

22 July 2015 was the last day the Canteen deposited money into the Commonwealth Bank Account: “Wollongong High School Canteen Fund”.

As from the 23 July 2015, the Canteen started the banking as per the school banking procedure.

The Canteen started depositing the Daily Takings into the Westpac Account as from the 23 July 2015.

Westpac Account: “Wollongong High School of the Performing Arts P&C Association”.

Opening Balance as per Statement No: 3

Balance $ 107.87 (this deposit was made by the Treasurer to open the account)

Daily Takings 23/7-31/7 $ 10,063.30 (as per canteen records)

Westpac Bank Total $ 10,171.17

(Cannot confirm Balance on Westpac Account as Canteen does not receive the Statements)

Do we have a Cheque Book for the Westpac Account?

Could we check with Westpac Re: the name on the deposit book & cheque book?

(“Wollongong High School of the Perfo”)