



MUKINBUDIN DISTRICT HIGH SCHOOL P&C
MINUTES OF THE GENERAL MEETING
MONDAY 26TH JULY 2021, SCHOOL STAFF ROOM

1.0 Meeting Opened & Welcome: 7.00pm, Romina, stated the objectives of the association and welcomed and thanked all for their attendance.

Attendance:

P&C Financial Members

Romina Nicoletti – President
Kerry Walker – Vice President
Linda Vernon – Secretary
Derick Cronje’ – Treasurer
Bruce Gibson – Principal
Natalie Roberts – Executive Committee Member
Nicola Marquis - Executive Committee Member
Jessica Collins
Louise Sellenger

Observers

Bec Clarke

Apologies: Brooke Sobejko, Zara English, Val Tilbrook, Yolande Bent

2.0 Declarations of Interest: Nil

3.0 Previous Meeting Minutes

Romina verbally recapped the previous meeting minutes.

Resolution

That the Minutes of the P&C meeting held on 23 April 2021 be confirmed as true and correct record of proceedings.

Moved: Natalie Roberts

Seconded: Nicola Marquis

Carried 9/0

4.0 Business Arising

ACTION – Ground Improvement Committee (Christine, Romina) to arrange a Busy Bee as soon as possible to spread the mulch.	ACTION - Romina to contact Christine to discuss.
ACTION: Update website, Connect and other comms with Term 2 Canteen Days (Friday only) and menu.	Completed.
ACTION: Linda and Romina to sit down with Kaye Bunney to discuss further and develop a draft Terms of Reference and Funding guidelines for a possible program and then present back to P&C.	Underway. Update to be given in GB.

5.0 Correspondence

IN		OUT	
various	WACSSO E-news	2 June	Ellen White, information for updating P&C Page on MDHS website
18 June	Lara Ballantyne, Children's Week Grant and Disco Idea.		
16 June	Kat Quinn-Shiels, DrumMUSTER reimbursement requirements for 30 June.		
1 May	Debbie Booth, WACSSO Annual Affiliation		
21 July	Lisa Rodgers, P&C Day Thank you		
23 July	Johnathon Cunningham, WACSSO AGM Agenda Items		
26 July	P&C Day Thank you card from MDHS Students		

Resolution

That the inward correspondence is accepted, and the outward correspondence is endorsed.

Moved: Kerry Walker **Seconded:** Louise Sellenger **Carried 9/0**

6.0 Treasurer's Report

Treasurer's report was tabled and Derick provided the Bank Balances as of 26 July 2021 to the meeting:

- P&C Account - \$26,853.00
- Term Deposit - \$12397.00
- Canteen Account - \$4,145.00

It was noted that the 2 x \$500 donations received from MDHS was from Foodbank towards the 2020 & 2021 Breakfast Club. Also a \$200 donation was received from the Infererra family towards the P&C Container Deposit Scheme.

Resolution

That the Treasurer's report be accepted.

Moved: Derick Cronje **Seconded:** Louise Sellenger **Carried 9/0**

7.0 Canteen Report

Condolences were noted for Mrs Tilbrook on the tragic circumstances of the loss of her husband and son in the recent car accident. Romina relayed that she has been in contact with Mrs Tilbrook's daughter and Mrs Tilbrook is on the mend slowly. At this point in time it is uncertain if/when Mrs Tilbrook will return to the role of Canteen Coordinator. Suggestions were asked for how to continue to provide a canteen service at school as this was a new circumstance as Mrs Tilbrook had been operating the canteen for the last approx 30-40 years!.

- A number of individuals had come forward to offer to be a canteen roster for Term 3 including Brooke Sobjeko, Jess Collins, Nancy Dease, Natalie Roberts, Beth Graham and Nicola Marquis.
- Natalie Roberts offered to step in as canteen supervisor/overseer in the interim, but would not be available every Friday to run the canteen.
- The P&C accepted Natalies offer and decided to proceed with the canteen being open on a Friday for Term 3 being operated on a Roster system which would be overseen by Natalie Roberts.
- A simple menu (2-3 options) to be put in place for Week 3 and then Romina and Natalie to finalise a modified menu to meet both the traffic light system and the capabilities of the volunteers for the rest of the Term.
- Jess Collins offered her mum (Judy Crisp) to cook muffins for the recess menu.
- Noted that the P&C had sent Mrs Tilbrook flowers whilst she was in hospital.

7.0 Principals Report

Bruce tabled the Principal report (attached) and then gave a verbal presentation/discussion. A summary of key discussion points is below:

- Term 3 calendar shows that the term will be pretty busy!
- 8 staff are participating in a Mental Health First Aid program targeted at teenagers. CBH has funded this program.
- COVID Phase 5 from the State Government has every school Principal required to have a plan in place for a Lockdown situation. This does not mean that School Principals will know first if a Lockdown will occur - it just means that a plan is in place if a Lockdown does occur!
- ICT issues are still prevalent with Macbook usage. The school is continuing to work on and this is mainly around security.
- Staffing continues to be challenging as it is hard to find people that are wanting to come out and live in Mukinbudin.
- Ms Landells background is as a special needs EA and looks forward to her role as the Yr3/4 class teacher.
- An EA has been appointed and will be announced this week. The role will be predominantly in the Yr1/2 class sometime in the Yr3/4 class.
- Nicola asked Bruce if this EA position is to replace someone? Bruce replied it will partly cover the position of Leanne Shadbolt plus a few more hours . Leanne Shadbolt would be back in Term 4 (but noted that she also has some long service leave), but is looking for some consistency in the position.
- Derrick asked Bruce about the Water Fountains. Has all the Bottle Filling Spouts been installed?He had not received an invoice from the School for the P&C contribution to the installation of them as yet. Bruce advised that all working water fountains now have Bottle Filling spouts. The Yr 5/6 Water Fountain is not working properly and is awaiting Palm Plumbing to inspect it.
- Romina asked as to Mrs Watson's long service leave. Bruce advised that Mrs Watson would be taking leave in Week 9 Term 3. They are currently looking at staffing options to replace Mrs Watson during this time.
- Louise asked if the School had thought of a Term B for the Secondary School Camp in Week 10 in the case of a COVID restrictions or a Lockdown being in place?Bruce stated that it would be most likely that it would be moved and re-scheduled to Term 4. Note that they are not actually participating in the DHS Country Week (students voted on not participating), but will be going to Perth and participating in a range of sporting, educational and team building activities.

9.0 General Business

9a. Kaye Bunney MDHS Student Support Fund

- Linda had developed a draft [Terms of Reference and Guidelines](#) for the generous donation of funds being offered by Kaye Bunney to support students at MDHS that may need additional financial assistance to ensure that all school activities and procedures are accessible to all students that attend MDHS and are sensitive to the circumstances of low-income families.
- These had been supplied to Kaye and we are just awaiting her sign off on these.

ACTION - Romina to follow up with Kaye Bunney as to the approval of the Terms of Reference and Funding Guidelines.

9b. DrumMuster

- Date set for Wednesday 8th September for DrumMuster.

ACTION - Linda to undertake DrumMuster advertising. Romina to take Bookings. P&C members are welcome to assist, please just get in touch to find out how.

9c. Cropping Pledge

- Yes to undertake this fundraising/donation ask again in 2021.
- remove the 1t/child and just ask farmers to donate.
- Send out Term 4 to identified farmers.
- Use the infographic to explain how funds raised are spent by the P&C.

9d. Meerlinga Community Grants Program

- No one had any time available to write a grant application for the Meerlinga Community Grants Program or a specific project in mind that was worthy of an application.
- P&C supportive of Disco suggestion from Lara Ballantyne being held and funded directly by the P&C out of existing funds if someone/parent came forward and offered to coordinate and organise such an event.
- Bruce noted that the school would not be supportive of a disco being held at the Golf Club (with some incidents with some High School Students at this location last time) and preferred location would be at the Sporting Complex.

9e. Container Deposit Scheme – Mukinbudin Donation Point

P&C CDS Fundraising Update

Monthly Update for period ending
30 June 2021
Containers Received



THANKYOU

GOAL Annual

June Donations	Total Donations 2020/21	
2,163	23,008	Aluminum
2,019	14,717	Glass
392	3,757	Plastic
0	1	Steel
145	533	Liquid Paperboard

\$4,139.40 raised



- Discussion held on how to better collect eligible cans and bottles.
- Suggestions of how Red Collection Bins need to have a general rubbish bin located next to it to minimise the amount of rubbish being placed in the Red Collection Bins.
- Suggestion of sticker/sign with just white and black text with “cans and bottles only”
- Kerry asked if the school could continue to support this initiative with regular activities and messages in the Newsletter.

10.0 Other Business

- Linda Vernon would like to ask the P&C for their support to ask the School Board to review and clarify the current MDHS School Uniform policy in consultation with the P&C, students, and parents. Suggestion of removal of a specific summer/winter/sports uniform and to be replaced with:

“The official MDHS School Uniform consists of the following items:

- MDHS Polo Shirt
- MDHS Polo Dress
- MDHS Zip Up Jacket
- MDHS Jacket (Countryweek – High School Only)
- MDHS broad brimmed hat

On the torso students must wear an official school shirt or school dress. The school jumper and/or jacket may be worn over top of this.

In cold weather students are permitted to wear plain, long sleeved undergarments that are bottle green, black, white or grey.

On the lower body students may choose from:

- plain black or bottle green pants with no logos or decorative stitching or
- black or bottle green skorts (these may be worn with black tights) or
- black or bottle green shorts or
- black or bottle green skirt.

A school hat must be worn for all outside activities when students are not under solid shade structures.

The sports uniform consists of either the MDHS polo shirt or a Bottle Green (Green Faction) or Gold Polo Shirt (Gold Faction) and it is recommended that appropriate black or bottle green shorts or skirts are worn on the lower body.

Parents are asked to ensure that their children are appropriately dressed for all sporting events.”

- Discussion was held with many views shared among members from agreement that uniforms make students uniform, to individual observations, perceptions and expectations of a school uniform in regards to gender, respectfulness and modesty of a school uniform in society today.
 - Linda clarified that overall she was not asking for the P&C members' support for her suggestion but their support in asking the School Board for a review of the MDHS Uniform Policy, which if the School Board agreed to would then be required to conduct [consultation](#) with the school community including parents and students.
 - All members present agreed that the P&C supported Linda asking the School Board to review the current MDHS School Uniform Policy.
 - Yr5/6 Macbooks, some students have started bringing Macbooks home this week, there had just been an issue with have enough charging cords and online safety. Bruce advised that this should be sorted by the end of this week.
 - Romina asked as to an update on student numbers, Bruce confirmed that for Term 3 we are at 97 students. Only expecting 4 Kindy students in 2022.
 - Natalie asked if the P&C were interested in catering for the upcoming Tour Group visiting the Mukinbudin Caravan Park this September? General support given my members present, depending on date.
- ACTION** - Natalie to check what dates are available for catering and to ask for volunteers to support her in catering for the Tour Group at Mukinbudin Caravan Park.

11.0 Meeting Closed: 8.30pm

12.0 Next Meeting: Monday 18th October 2021, 7pm, School Staff Room.

Profit and Loss

Mukinbudin Parents & Citizens Association For the year ended 31 December 2021

	2021	2020
Trading Income		
Canteen Sales	1,938	4,227
Total Trading Income	1,938	4,227
Cost of Sales		
Canteen Opening Stock	-	456
Canteen Stock Purchases	2,158	2,018
Canteen Direct Expenses	-	90
Canteen Staff	997	1,436
Canteen Closing Stock	-	(331)
Total Cost of Sales	3,154	3,670
Gross Profit	(1,216)	557
Other Income		
Fundraising		
Inferrera 40th Profit	-	2,683
Footy Tipping Profit	2,825	1,075
DrumMuster	-	708
School Hats & Bags Profit	370	(107)
Recipe Books Profit	110	80
Year 5/6 Market Stall	-	(11)
Bicycle Tour	-	3,334
Containers 4 Change	2,344	1,609
General	-	58
Cropping Profit	9,809	-
School Production DVDs Profit	1,697	-
Total Fundraising	17,155	9,429
Breakfast Club Donations	1,000	-
Donations	200	900
Interest Income - P & C	14	132
Members Fees	16	19
Reimbursements	200	300
Total Other Income	18,585	10,780
Operating Expenses		
Breakfast Club	785	1,773
Country Week Costs	-	1,900
Donations Made	55	6,071
Graduation Donations	-	650
Office Expenses	30	-
Printing & Stationery	8	26
Repairs and Maintenance	-	3,174

Profit and Loss

	2021	2020
Subscriptions	522	477
Sundry Expenses	-	92
Travel - National	300	450
Total Operating Expenses	1,700	14,613
Net Profit	15,669	(3,276)

Balance Sheet

Mukinbudin Parents & Citizens Association As at 31 December 2021

	31 DEC 2021	31 DEC 2020
Assets		
Bank		
Mukinbudin P&C Account	26,853	10,116
Mukinbudin P&C Canteen	4,145	6,018
P&C Funds Term Deposit	12,397	12,383
Total Bank	43,394	28,517
Current Assets		
Canteen Stock on Hand	331	331
Total Current Assets	331	331
Fixed Assets		
PA Sound Equipment	9,876	9,876
Total Fixed Assets	9,876	9,876
Total Assets	53,601	38,724
Liabilities		
Non-current Liabilities		
Payables	-	791
Total Non-current Liabilities	-	791
Total Liabilities	-	791
Net Assets	53,601	37,932
Equity		
Current Year Earnings	15,669	(3,276)
Retained Earnings	37,932	41,208
Total Equity	53,601	37,932

Mukinbudin District High School

An Independent Public School

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Principals Report – P&C Meeting

26 July 2021

Term 3 is a full and expansive term across the school. There will be a continued focus on explicit teaching and learning, along with many other events and opportunities for our students to develop and shine.


Whilst we have progressed to Phase 5 with Covid regulations, and schooling is very much “Business as usual”, we are improving our ICT infrastructure and backend (mostly around security and third party platforms) to ensure that if we go to a school closure we can ensure as high a security for all of our students as possible. We have been asked to develop a plan for this contingency.

We have the following staff changes for Term 3:

- Debbie Landells – New 3/4 Teacher – Full time
- Rebecca Faithfull - Moved to Perth
- Kerryn Seaby – 1 day per week – HPE & Brilliant Brains
- Rebecca Clarke – Deputy Principal – 4 Days/week (Mon – Thur)
- New EA - Commencing in Week 2



Term Planner - Term Three 2021

WK	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	
1 July	19 SDD	20 STUDENTS RESUME NAIDOC Week	21	22	23 P&C Day WA #pandccdaywa	24 25
2 July/ Aug	26 P&C Meeting 7pm	27 BB 9am-11am	28	29	30	31 1
3 Aug	2	3 DPIRD Excursion to Merredin Y9/10	4	5 ATO Webex - Yr 9/10 @ 2pm	6	7 8
4 Aug	9 PEAC Testing (Year 4)	10 BB 9am-11am	11	12 Foodbank Food Sensations visit- Y3-10	13 Foodbank Food Sensations visit- Y3-10	14 15
5 Aug	16 National Science Week	17 FERVOR Visit for combined NAIDOC & Science Week- Parents & Community welcome	18	19 Secondary Aths 9-12pm Year 1/2 Assembly 2:15pm	20 STEM Challenge Day	21 22
6 Aug	23	24 BB 9am-11am	25 SDD DOWERIN FIELD DAYS	26	27 DISA Athletics K- Y6 (Koorda)	28 29
7 29 Aug/ Sep	30	31 Art Show Week (8:30- 4pm daily, sign in at office)	1	2	3 Pirate Day incl. Fathers Day 	4 5
8 Sep	6 Toodyay Dance School (K-10)	7 BB 9am-11am	8	9 RU OK Day (Wear a splash of yellow)	10 Dance Assembly @12:20 ESSA Aths	11 12
9 Sep	13	14	15 Merredin Aths Carnival (Prim)	16	17	18 19
10 Sep	20	21 BB 9am-11am	22 Year 5/6 Travel Expo 1:30-2:30pm	23 K/PP Assembly 2:15pm	24 END OF TERM	25 26
Secondary Camp - Ern Halliday						