Burwood Public School P&C Association
Minutes of the Annual General Meeting
Wednesday 20th March 2013, School Library

Attendance: Zack Ensari (Chair), Stephen Vrachas (Relieving Principal), Martin Bain, Mark Burfield, Garry Fuller, Janelle Heron

Apologies: Fatma Akyol, Janet Huang, Rachel Millard, Amanda Ng, My Rhee

The Meeting commenced at 3:15pm.

Minutes of Previous Annual General Meeting:
Minutes of the previous AGM held on 21 March 2012 were accepted as a true and accurate record.

President’s Report:
Zack tabled a written report (see attached). As in the Report, he thanked the P&C Office Bearers, staff and volunteers, and School Executive. He summarised fundraising, social and other activities run or supported by the P&C Association. The P&C Association made a donation exceeding $50,000 towards Interactive White Boards (IWBs).

Treasurer’s Report:
The P&C Association’s accounts were audited again by Ray Hou (see attached). The Report was tabled and accepted. Moved: Martin Bain Seconded: Mark Burfield

The account balances for the last year at 31/12/12 were:
P & C General $ 13,808.98
Canteen $ 32,049.53
Uniform Shop $ 31,685.51

It was noted again that as all the P&C employees are paid from the Canteen account, the actual profit of the Canteen and Uniform Shop are not clear. (The payments had not been made from separate accounts at the convenience of the previous bookkeeper, and because the bookkeeper herself does accounts for both the Canteen and the Uniform Shop. This situation can of course be reviewed with the new bookkeeper).

In particular, it needs to be ascertained if the Uniform Shop is really making a profit, and if not, to reconsider the pricing, or else consider outsourcing (though this would probably itself result in higher costs).

The issue of superannuation (if required) needs to be checked.

Principal’s Report:
Following on from the last General Meeting, Stephen reiterated that due to progressive technological advances, Interactive Whiteboards (smartboards) may no longer be the highest priority. He has been doing homework on appropriate technology. Smartboards cost about $8,000, but E-Beams can convert a standard whiteboard into a smartboard for $5,000. Further, there is a Hitachi product that can make a data projector act as an interactive whiteboard - 2 for $3,500.

Moved: Mark Seconded: Janelle to approve payment of this Hitachi product for all remaining classrooms without smartboards. Carried.

Stephen expressed his deep concerned that for many years there was no internet access in the 6 demountables and one other classroom. For $4,000 he can purchase a “Roubo” which can serve as a temporary measure for these classrooms. The School Education Director would not approve smartboards into them. He is promoting the school as an “exceptional site” with a high need for underground cabling to the remaining classrooms (costing about $60-$70,000).
Another issue discovered this week is that the server in the vault requires a major upgrade to improve current capabilities and to accommodate growth – the IT infrastructure is 10 years out of date. This upgrade can come from school funds and is estimated to cost about $10,000. Right now the computer system is quite slow. Stephen is keen to put the necessary changes in place, and is pleased that the teachers at the school are enthusiastic to embrace technology.

The Department of Education has asked for Burwood Public School to house an Autism class of 7. They have chosen this school because it already has an IM class and Hearing class, plus it also has an apparently “vacant” classroom (currently used by BOOSH). This would not proceed without teacher and parent consultation. Some teachers have already expressed their concerns including about safety. Stephen informed that the Department would renovate the room and things around. Zack expressed his personal support for an Autism class if adequate facilities are provided.

Stephen informed that BOOSH is currently operating outside of regulations under an inappropriate “Community Users Contract” (as with many other OOSH operations). The classroom BOOSH is using is only meant for 19, but there are currently up to 60 – far too many people. The Assets Management Unit, on discovering this, have said that BOOSH may need to cease. At least BOOSH for now is to relocate to the school hall.

**Elections:**
All positions were declared vacant. Mr Vrachas acted as the Returning Officer and the following committee members were elected unopposed (Proposed/Seconded):

- **President:** Zack Ensari (Mark / Martin)
- **Vice President 1:** Amanda Ng (Zack / Martin)
- **Vice President 2:** Janelle Heron (Zack / Martin)
- **Secretary:** Mark Burfield (Zack / Garry)
- **Treasurer:** Garry Fuller (Mark / Martin)
- **Canteen Committee Convenor:** Rachel Millard (Zack / Martin)
- **Fundraising Committee Convenor:** Vacant - subject to follow-up with prospective candidate/s
- **Uniform Shop Convener:** Vacant – subject to follow-up with previous convener and prospective candidate/s

**Next Annual General Meeting:**
3rd Wednesday in March 2014

The AGM closed at 4.05pm and then the monthly General meeting commenced.