Belrose Public School P&C

Meeting Minutes

June 9, 2015

Apologies: Katrina M, Sam C, Michelle M, Mr B Chamberlain, Justin (BOSHC), Karyn Bushnell (Primary OSHC), Andrew F, Rebecca K, Christie M,
Location: School Staff Room

Meeting Opened: 7.45 pm

1. Welcome

2. Minutes of the last meeting
   - Minutes from May 2015 meeting approved by Linda L. Seconded by Jo S.

   - Outstanding Items
     - P&C to take supply of the school uniform out to Tender and look for a new supplier for 2016. RETAIN.
     - Add Bistro Blinds for the COLA and stage curtains for the hall to the 2015 Priority List as two potential items to be funded. RETAIN

   - Action Items from this meeting:
     - Prepare a standard form/letter for requesting/offering sponsorship to students.
     - Reminder notice to be put in Newsletter (and given to sport co-ordinator) that Gazebos are available for sport use.
     - Summary of Key findings from Canteen Survey to be included in next Newsletter.
     - Miriam to email Elise details of raffle ticket supplier so these can be ordered.

3. Correspondence
   - Fundraising flyers, NSW Health Q3 and Q4 workshops and seminars flyer.

4. After School Care
   - No report this meeting.

5. Principals report

Report Summary held by Secretary and available on request
- Reports to be send home on Friday 19th June.

- Teddy Bear’s Picnic for potential Kindy 2016 to be held on Thursday 18th June.

- Sydney North Dance Festival – BPS commence on 19th June at Glen St Theatre.

- Warringah Knockout – if rains will have to cancel as no other dates will be available.

- Parent Teacher interviews will be Week 1 of Term 3. Mr Warren trialling new electronic booking system prior to potentially using for whole school.

- Annual Athletics Carnival will be held at NSW Institute of Sport on Monday 20th July. Parents welcome to attend.

- Drawing Club has been organised by Year 5 boys. Held in library at lunchtime. 60 children in 1st week. Mrs Staples assisting the Year 5 boys to run the club. All K-6 welcome.

- Mr Chamberlain is currently looking into installing a LED Sign for Ralston Ave. Good because Jo is jealous of other schools. School will ensure they get one that can be turned off at night. Old one to be placed in school grounds at a lower level to be used internally and by Year 6. The current Ralston Ave sign can only be changed on Tuesday and Thursday when the handyman is at school due to WHS policies. An LED sign will enable more flexibility and more frequent notifications.

- Large stainless steel toilet roll holders have been bought ($1700) and will be installed in holidays.

6. Treasurers Report – Lisa W

Treasurers report for 6 months ending 31 May 2015 (on file with secretary and treasurer).

$127,341 Cash Balance.

- April 2015 actuals and budget re-stated in this report as Welcome BBQ figure was incorrect in previous report.

- $13,673 in Building Fund Contributions and $10,748 in Family Contributions as of June.

- Fundraising is ~39% of 2015 target at 6 month mark. Need to look at Plan for spending over next couple of years and align with Principal plan which is on the website.

- Outgoings - $10,000 for Teacher Support and $720 for Yr 6 Leaders Camp. Waiting for ~$2000 in other expenses to come in.

- Sponsorship donations to students competing at State level have been made. Need to look at a standard letter of offer/request for this going forward.

- Mr Warren does not organize SPORT!
- Uniform shop is going strong at $8393 positive.

- Canteen – still down on sales v costs. Special Food Day on the 10th June.

- Band – one (possibly up to 5) students have cancelled from Training Band to date. Still good numbers at this stage.

7. **Band Report** - Andrew F

- No formal report this month.
- Police Band was awesome so trying to secure on an annual basis now.
- Proposed Friday afternoon BBQ planned for 19th June was discussed.

8. **Canteen – Linda L / Sharon F / Jen F**

- A huge thank you to Sonia for her involvement in preparing, collecting and analyzing the Canteen Survey data.

- The Summary of the report will be provided to all in the next Newsletter and the presentation made at the meeting will be available on request.

- N= 158 (77% of families responded). This is a huge number for any survey and is greatly appreciated.

- 10% of families use the canteen more than 10 times a month with the majority of families using it as a treat.

- 66% of families want the canteen to break even or make a profit.

- 56% of parents want on-line ordering.

- Most families still want Canteen on Mon, Wed, Fri.

- Next steps will be determined by a Canteen Committee – possibly Sharon L, Sonia P, Jenny F and any others willing to participate.

- Some ideas are to review food wastage, range offered and having pictures of food on the menu/website.

9. **Uniform Shop – Nicky M**

- Discussed re-visiting tracksuit pants design again.

- Request to source Athletics singlets for Zone sports. It was flagged at the last school council that the P&C will take on this project. Will discuss with sports shirt supplier.

- Discussed the fact that red/blue socks would be better with the new sports uniform than white socks.
10. Fundraising – Elise

- Disco was brilliant but K-2 is still manic. Will review for next year and possibly have a sign in/sign out (at least for K-2).

- Cupcake Day – awaiting flyers and will put notice in newsletter this week. Posters for playground going up on Monday. Elise to email Kindy parents. Jo will oversee stall. Needs 8 Kindy mum volunteers. Cakes will be $2 each.

- Raffle - Forestway locked in for Sept 12-13th. Glenrose – Spoke to Woolies and sent email to new store manager. Mimosa Fireworks are now Oct 24th and should not interfere. Prizes will be $400, $200 and $100 vouchers. 15 tickets per book. Coles Myer vouchers preferred. Will be drawn at the ball. Need to prepare roster for shopping centre days.

- Next function will be Grandparents Day/Open Day in Education Week - Week 3 (week of 27th July). Will be either Tuesday or Thursday. Jo will put out a call for volunteers.

11. Grounds – Sally J

- Received email from Living Property offering additional services due to school extending the mown area around the perimeter of the school. Mr Chamberlain has indicated that he and Peter will be able to manage this additional area. Sally to notify Michelle that no further work needed.

- Next meeting a range of maintenance activities will be provided for people to comment on which to be done.

12. General Business

- Interrelate will be held on Wed 29th July. Flyer to be placed in Newsletter now due to holidays. Held at 6pm in school hall. $25 per family for one session or $30 for two sessions.

- Mission Statement – Discussed if P&C had one and it is the standard P&C Association one. It was noted the P&C 3 year Plan needs further work to advertise to community on activities to be undertaking. Shade for Stages 2 and 3 is the biggest issue and the Shadeola is such a big purchase that it needs to be clear this is a 2-3 year project.

General Meeting Closed 10.00pm

Next Meeting: Tuesday 14th July, 2015, 7.45 pm.