Belrose Public School P&C

Meeting Minutes

November 10, 2015

Attendees: Linda L, Elise C, Sally J, Mr B Chamberlain, Lisa W, Andrew F, Miriam W, Dani W (School Council), Pamela M, Jo S

Apologies: Justin (BOSHC), Helena McIntosh (Primary OSHC), Nicki M, Kate G

Location: School Staff Room

Meeting Opened: 7.45 pm

1. Welcome

2. Minutes of the last meeting
   - Minutes from October 2015 meeting approved by Andrew F. Seconded by Linda L.

3. Outstanding Items
   - Nicky to review quality of tights being supplied in 2015. LEAVE
   - Get new teardrop flag and an additional banner ordered in Term 4. LEAVE
   - Mr C agreed to action request to school - nails in Keyboard room verandah to be hammered down as they are rising up out of the wood. LEAVE

4. Action Items from this meeting:
   - Volunteer Sign-in forms will be needed as of 2016 for all P&C events. Central list/database to be created.
   - Move P&C Board from Hall to outside Office.
   - Dip and Dots or Gelato – are they a possibility for Carols Night or Welcome BBQ?
   - Add Fundraising Travel Club to Newsletter.

3. Correspondence
   - P&C Association Magazine, Fundraising.

4. After School Care - Justin
   - No report this meeting.

5. Principals report

Report Summary held by Secretary and available on request

- Second Kindergarten Transition Day is this Thursday, 12th November. Final transition day is Thursday 15th November. This is also Gelato Day. School will be buying each 2016 Kindy child a gelato.

- The trip to Parliament House was a success with Belrose students being the best dressed of all the schools.

- Balgowlah Boys High School Bands will be visiting the school on the 3rd Dec as
part of their Band Tour.
- K-2 presentation is on Dec 2nd.
- The school is being audited in two weeks’ time on the 23rd and 24th November. Working with Children Checks need to be completed for all volunteers to the school. Volunteers without a WWCC number need to sign a declaration and provide 100 point identification to the Principal. P&C volunteers need an additional declaration signed. Principal must have birth date of all volunteers to proceed with verification.

6. Treasurers Report – Lisa W

- Treasurers report for 11 months ending 31 October 2015 on file.
- Current cash balance - $165,000 with $11,000 inflow this month.
- Reached Fundraising target of $25K with $29,453.
- Raffle raised $5,724 and Ball raised $7,124.
- School Banking commission of $223.
- Uniform Shop - YTD contribution is $10,500.
- Canteen loss is ($2,386) YTD. Not as negative as last year so this is a good result.
- Band – YTD is $2,438 but costs of $8K still to cover. Need to chase up some fees.
- Building Fund and Family contribution money still to come from school.
- Request for accurate Fundraising forecast early in 2016. Shade structure is still primary focus.

7. Band Report - Andrew F

- Band Tour went really well. 43 students. 5 parents and 4 staff. Covered all costs which is fantastic. Year 3 are proposing Dreamworld for next year please, Mr Hill and Mr Fairclough!!
- Thursday 10th Dec – Bunnings have invited Belrose Primary School bands to attend in the evening along with preschools to sing carols. Big Band format as not all children may be able to attend. Brass Baton may attend.
- Sun 29th November – Concert, Jazz and Performance Bands are playing at Narrabeen Lakes Festival.
- Monday 14th Dec – Carols night - 3 Bands (not including Jazz) playing together, with tutors and Brass Baton at school. Whole of school celebration. BBQ – no pre-ordering.
- Welcome BBQ in 2016 – 2nd Friday (5th February). Bands may be a bit rusty so Andrew to discuss with Mr Hill.
- Instruments to be returned in December this year so they can be serviced.
- Note to go home to Year 2 parents to introduce them to Band program.
- Fundraising Travel Club – travel agent in Manly offering 50% commission for any work that comes his way and school is mentioned. Newsletter.
- Query – if you change instrument, do you go back to training band? Yes, for a few weeks but only until you get the hang of the instrument. Later years, children may play numerous instruments and/or swap at Mr Hills discretion.

8. Canteen – Linda L/ Jen F
- New menu with price increases has come out this week. If successful will send out hard copies to parents in Feb 2016.

9. Uniform Shop – Nicky M
- Correspondence from Nicky M presented. Orientation has gone well. Free excursion bags well received and should be continued. PSSA athletics singlets have arrived. Mr Chamberlain to determine where to keep singlets.
- Nicky is keen to continue running Uniform shop next year and the committee indicated it is keen for her to do so.

10. Fundraising – Elise
- **Gelato Day** – Next week (Thursday 19th November).
- **Gingerbread House Night** – New options. Help needed for setting up straight after assembly. Additional helpers at 5.30 pm to prepare. Logistics to be sorted re: Regional Band with Mr Hill. Max people 90-100.
- **Dates 2016** – Preliminary Calendar to be worked out before AGM in December.
- **Elise** – unable to be fundraising coordinator in 2016.

11. Grounds – Sally J
- Maintenance work to be done this month. Area around E Block to be trimmed and any other mulching or work that Michelle sees as urgent. Michelle from Living Property Group will also deliver some more free mulch so this can be ready for next year.

12. General Business
- Suggestion – Have a P&C Brainstorming Meeting during the day (2-3 pm?) in early 2016 to get better involvement and/or ideas from parents, particularly fundraising ideas.
- Suggestion - Directory for local businesses on the school website and charge a fee to be in the list.
- Week 8 – Roof on Toilet block near Hall to be replaced at no cost to school. Staged so only boys OR girls shut at one time.
- Maintenance team – carpet in front foyer needs urgent replacement and will be done this year.
- Late/early arrivals being input straight into computer system now.

Meeting Closed: 9.40 pm
Next Meeting: Tuesday 1st December, 7.45 pm (Financials may be presented at February 2016 meeting).
NOTE: Wed 27th January 2016 will be a pupil free day.