Belrose Public School P&C

Meeting Minutes

March 11, 2014


Apologies: Sharon L, Miriam W, Kate G, Silvana L

Location: School Staff Room

Meeting Opened: 7.45 pm

1. Welcome

Jules S (1S Class Mum) welcomed.

2. Financial Membership

Paid as indicated in attendance list for members not present at first meeting.

3. Minutes of the last meeting

- Minutes from February 2014 meeting – approved by Elise C. Seconded by Jenny G.

1. Outstanding Items

- Veggie patch grants. Retain.
- More space required for uniform shop. Retain.
- Moduplay and Ozplay equipment – See Principal’s Report for update and remove.
- Advertise for new Assistant Treasurer. Retain
- Mr Chamberlain to provide Priority list for next meeting. Retain – See Principal’s report.

4. Action Items from this meeting:

See items highlighted throughout minutes

5. Correspondence

- P&C Association e-newsletter and Notification of Annual General Meeting
- No other correspondence this meeting

6. After School Care (Sam K/Amanda C)

Report submitted by Amanda and on file with Secretary – available on request.
- Staff – Amanda is currently assisting as Regional Co-ordinator at two other
centres. All staff renewing CPR training in March. All staff recently attended a Behavior management course.

- Enrolments – A lot of new Kindergarten children this year. They are settling in well despite some separation anxiety (often on having to leave BOSH and go home!).

- April Vacation Care Program has been released. January program had 18, 22 and 24 children in weeks 1, 2 and 3 respectively.

- Programs – There is a programming corner for kids to plan the next week. Staff provide additional input through observations and discussions with children.

- All parents are being invited to complete a Child Profile so that programs can be tailored accordingly.

- Specific Clubs and activities this term are Kindy Club – Kat, 9+ Club – Justin, Environment and Sustainability – Amanda, Homework Club, AASC (Active After School Care are offering Boot Camp – Wednesdays and Boxing – Tuesdays.

- National Quality Framework (NQF) – no further information on impending visit

- Community – Centre is focused on involvement in the local community and getting those in the community (as well as parents) to come in to talk to the children. This also includes involvement in various ‘events’:
  - Harmony Day – internal competition with posters being created.
  - Clean Up Australia – cleaned up school ground.
  - Shrove Tuesday – Pancakes for breakfast

- BOSH offered to donate $100 towards the Vegetable Garden Bed for the school. The P&C expressed their gratitude.

7. **Principals report**

Report Summary held by Secretary and available on request:

1. New school website has been activated and should be available in next 2 days. Mrs Watters has done a great job.

2. Playground Equipment Softfall – A local repairer has been found and a verbal quote of $2000 given. School to action repairs ASAP to avoid further damage. Concern was expressed that the ground under the original installation was not properly repaired and the softfall may eventually all need replacement.

3. Shade in playground – estimates obtained for sandpit ($2000) and area adjacent to basketball court ($20000). Detailed quotes to be obtained from 3 suppliers.

4. Wireless installation across whole school to be completed this year at a cost of $10000.
5. 14 Thinkpads have arrived at the school bringing the total to 21. Need 30 to be viable (ie one per child in maximum size class). School to purchase the additional 9 Thinkpads.

6. Computers – school computers are aging and as they reach the end of warranty will be replaced.

7. Kindergarten Numeracy Talk this Thursday 13th March.

8. Expressions of Interest for Year 7 have been given to Year 6 students. Responses will be compiled, entered into ERN and passed on to relevant high schools.

9. Claymation for Stage 2 students next week.

10. A letter drop for the Kindergarten 2015 Information Days will be conducted shortly. It will include local pre-schools and long day care centres. A suggestion was made regarding open days for these centres. The Teddy Bears Picnic is already available for this and several centres are visited by students at times.

11. Easter Hat Parade – Thursday 10th April was suggested by School (see Fundraising report).

8. Treasurers Report – Linda L

Treasurers report for 3 months to 28th Feb 2014 – on file with Secretary.

- Cash available $54,750 which includes $20,000 in Building Funds.

- No budget set to date as awaiting school Priority List. Mr Chamberlain reported this will be discussed at next meeting. Executives of each Stage are still determining needs.

- School is reviewing available funds in order to prioritise what it will purchase in 2014. School will then look at what community money (ie P&C) is needed. The P&C Executive will still meet and set a Budget before the next meeting.

- Fundraising from December included Treasurers report – Gingerbread houses ($300) and Aussie Farmers ($200).

- Payments to school – prizewinners and trophy engraving.

- New category – social events (Mrs Cohen farewell).

- Uniform shop on fire with $4,094 in sales predominantly from Term 4 2013 and Term 1 2014 Kindy purchases.

- Canteen and Band – currently developing budgets.

- Still advertising for new Assistant Treasurer. However, auditor found and will now be able to get last two years accounts signed off.
9. **Band Reports – Meredith K**

Verbal Summary was provided by Meredith K.

- Friday night Welcome BBQ was a huge success. It was relaxed and less complicated to organise. Sold out of all items. Suggest another one at the end of Term 4. Will allow other bands to perform as they will have repertoires by then. $700 profit.

- Band camp notices to go out tomorrow. Camp is Monday 7th and Tuesday 8th April (last week of term).

- ‘X Factor / Belrose has Talent’ night – Terms 2 and 4 this year. No dates set so far.

10. **Canteen – Jenny F**

Verbal Report provided by Jenny G

- Special Food Day – Nachos. Very successful. Banked $1100. 225 orders so very good. Monday was good for boosting sales BUT difficult because a number of orders (25) came in on the day along with some ordinary lunch orders. Suggestion to have next Special Food Day on a Tuesday which is not an ordinary Canteen day.


- Canteen Rosters have been sent out for the year. There are still a few places left.

11. **Uniform Shop – Nicky M**

- Update provided by Nicky.

- Sports shirts – Have completely sold out of white size 6 and size 6 is most in demand. Red shirts have now been ordered in all sizes. However, as we are still waiting for year 6 shirts the additional red ones could be some time. TBA on arrival.

- Size 6 polar fleeces finally arrived after being ordered in November.

- Summer selling is slowing down. Winter stock has been ordered. Will switch to winter stock at the end of Term 1.

- Poor adherence to school uniform was discussed. Mr Chamberlain advised the Uniform policy was discussed at Staff meeting that day and it will be tightened up as it is not very specific. There was a suggestion to offer an award for the most correctly dressed student at assembly. It has also been noticed hats are not being worn in the mornings and afternoons.

12. **Fundraising – Elise C**

- Fundraising committee has met. Activities and nominal dates provided on separate sheet (on file).
- Gelato Day has been paid for – Tuesday 1st April.

- Easter Hat Parade – Thursday 10th April. Easter Eggs are ordered (DebS) and will be ready. Easter Bunny to leave eggs in classroom?? Could also get solid eggs to give during parade if early in the day. If late in the day stick with ice blocks. Mr Chamberlain to check with teachers on preferred time.

- Kids Disco – Cameron M has volunteered to organize.

- Raffle to be held earlier in the year to maximize prizes and selling opportunities. Myriam already in contact with shopping centres re: preferred dates. It was suggested we do vouchers instead of a lot of prizes to make the raffle more appealing to a wider audience.

- Trivia Night – better to move to Term 2 to decrease ‘parent involvement’ activities in Term 3. Proposed date - Sat 14th June. Theme – Logies!!

- Family Movie Night – need it to be dark and warm so Friday 5th September proposed. There are companies that run these and Elise has details. BYO picnic but sell snacks as well.

- Walkathon – Monday 15th Sept.

- Cupcake Day – Kindys to co-ordinate. Oh, and guess who has a Kindy child!! Co-ordinate with BOSH to collect and keep cakes in morning from Kindys who attend. Organisers to collect from BOSH.

- 2nd Kids Disco – 31st Oct??

- All P&C events to be listed on a Calendar and published for the year.

- Using P&C Outlook site for RSVPs was very successful for Welcome BBQ and easy to use. Linda to give username and password to Elise C for fundraising. Add Class parent addresses to address book in outlook email so can easily distribute for sending out information to rest of school.

- Mothers Day Stall – Thurs 8th May and Fathers Day Breakfast - Fri 29th Aug.

- Education Week – 3rd week of Term 3 (includes Grandparents Day). Date to be checked.

13. Grounds – Sally J

- First working bee held on Sunday 23rd February. Successful day with some dedicated parents doing a wonderful job of tidying pathways on Ralston, trimming plants and reseating logs in front of library.

- Will meet with School to discuss plans for school grounds to ensure activities planned by P&C are aligned with what school wants to achieve. Further update to be provided.
- Tree Inspections - Arborist has been to school. There are about 4 trees behind the library which are under stress and need to be fenced off. A lot of dead wood on the property. Not too many trees are a major problem. Tree near Year 6 building and COLA could be an issue. DET brief is trees overhanging building and where children go. Critical trees DET will pay for removal. Arborist will recommend how to remove and these must be removed professionally. Plateau Trees is a contact we can use.

- Long Jump pit – needs more sand. Need to check with Sharon what happened about sanding the netball court as this can be done at same time.

- Additional mulch has been delivered by Living Property which will be ready to use by Spring Working Bee.

14. General Business

- Redgum – new book club. One catalogue for all age groups. No cash to school. Books are delivered to school but parents deal through Redgum directly. They will organize orders into classes and child etc. Would be done in addition to Scholastic. Promotion of Australian products. School gets 10% cash rewards. It was decided to trial and see how it goes.

- Book Fairs in the library were discussed. Decided to leave this to the Librarian.

- IGA – Thea (produce lady) keen to work with Canteen on providing fruit salad, yoghurts, fresh chickens etc. Jenny G to discuss with Jenny F.

- Sport on oval – Shade needed for parents and students to prevent sunburn. School has one portable sunshade but need more. Talk to Bunnings or Anaconda. Don’t get them too big. School to look into these.

- Miss Hine came to Welcome BBQ and was presented with card and gift. She was very pleased and thanked everyone.

Meeting Closed 9.50 pm

Next Meeting: Tuesday 8th April 2014, 7.45 pm.