Belrose Public School P&C

Meeting Minutes

April 08, 2014

Attendees: Sharon L, Linda L, Sally J, Elise C, Jo S, Deb S, Mr B Chamberlain, Nicky McI, Kate G, Kate G,
Apologies: Miriam W, Pamela M, BOSH C, Jenny G, Meredith K, Silvana L,
Location: School Staff Room

Meeting Opened: 7.50 pm

1. Welcome

2. Minutes of the last meeting
- Minutes from March 2014 meeting – approved by Jo S. Seconded by Deb S.

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.
- Mr Chamberlain to provide Priority list for next meeting. Retain – See Principal’s report.

3. Action Items from this meeting:
- An Amendment is needed to Treasurers Report to add $400 for Gingerbread Night to Actuals.
- Mothers Day stall – need to look for new organizer for 2015.
- Mr C to discuss App ‘Skool Bag’ or equivalent with Kate G – used to issue notices.

4. Correspondence
- Fundraising information
- Thank you from Miss Hine
- No other correspondence this meeting
5. **After School Care (Sam K/Amanda C)**

   - No report this meeting.

6. **Principals report**

   Report Summary held by Secretary and available on request:

   - 10 Thinkpads and a charger have been ordered bringing the total to 30. This makes a viable number (i.e., one per child in maximum size class).

   - Front gate to be installed in the holidays. It will be placed further up from the footpath to allow trucks etc to pull right into grounds. A path through the garden to the pedestrian entrance will also be put in.

   - There was graffiti painted on parts of the school last weekend. All was removed except on H Block. Professionals will be needed to remove the paint on H Block.

   - School considering 3rd party software called Sentral for reports and role marking. Cost is $8000 but it is not clear how soon this will be superceded by a DEC program. Program uses its own server and teachers can access it at home. Principal will probably go ahead with it.

   - Band Camp was highly successful.

   - School will be sprayed on the Thursday before Easter. Baits/gels will be placed around the Canteen/Office Block. Spiders to be killed also. It was suggested neighbours be notified re: baiting in case dogs attack poisoned rats/rabbits.

7. **Treasurers Report – Linda L**

   An Assistant Treasurer has been found – Kate Johnston (Emily Yr 2) has offered. She will help with band finances initially as of term 2.

   **Budget presented to 30 Nov 2014 and on file with Secretary.**

   - 316 students enrolled (319 in 2013). Family mix may be a little different.

   - Fundraising lower based on events planned.

   - Payments to school kept at $12K.

   - Voluntary funds given for school resources including trophy and prizes for end of year.

   - Grounds Maintenance – Living Property.

   - Annual expenses – workers comp for Jenny F, Mr Hill and Peter C (Band). Liability insurance for parents who volunteer. Other expenses include State representation, farewells.

   - $600 for sunshade tents will be paid for with the Man Night funds.

   - Uniform shop – profit last year $20K but profit in 2014 forecast at $10K due to stock replenishments.
- Canteen – loss in sales in last few years due to the decline on Mon/Wed and to some extent Friday. Mix-up of days is helping but shortfall of $1.5K is still anticipated. Special Food Days are helping to decrease shortfall.

- Band – a shortfall of $4K is expected due to the decrease in number of students. During the Band Committee meeting in Term 1 an increase in fees was discussed. However, participation is the goal so don’t want to increase yet despite the fact they have not been increased in a number of years.

- Anticipated available cash as at 30 Nov 2014 is $104K.

- Vote on Budget – All approved.

Treasurers report for 3 months to 31st March 2014 – on file with Secretary.

- No Family and Building Contributions to date as school provides cheque for this at the end of each term. Interest from on-line saver included.

- Expenses – see sheet. Also Bank charges and merchant fees.

- Action: An Amendment is needed to add $400 for Gingerbread Night to Actuals

- Surplus – in all 3 of Uniform, Canteen and Band.

- Nachos Day – Great Success $1074. Fridays average $600.

- Band – participation (57%) dropped v prior year (70%). Drop from Training to Concert but not a big year so impact is higher. See suggestion below in Band Report.

- Cash available at 31 March 2014 $76,412.

8. Band Reports – Meredith K

Verbal Summary was provided by Linda L.

- No Northern Beaches Eisteddfod this year. Mr Hill looking at alternative.

- Dickson Music Store has confirmed by email to Mr Hill there will be no Yamaha Festival this year.

- Suggestion that assemblies and end of year/term functions include all years and include choir/band performances so K-2 can see how well the bands/choir perform.

- Band Camp – successful but a number of very tired teachers and students. Committee is very appreciative of the school allowing camp to be part of curriculum.

- Mothers Day Stall – is it in the calendar? (Thursday 8th May). Trista’s last year so need to look at successor for next year.

9. Canteen – Jenny F

No report this meeting

- Special Food Day – Nachos. A very big Thank you to Jenny G and all who assisted.
10. Uniform Shop – Nicky M

- Year 6 shirts not here yet but proof-reading done today and promised this week. Make a note for next year to emphasize to parents the importance of getting a size that will fit at the end of the year.

- Consideration needs to be given to reviewing the supplier although cannot transition immediately as just got new shirts done.

- Sports shirts – still waiting for size 6 shirts to arrive.

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

11. Fundraising – Elise C

- P&C Events calendar – just need to confirm a couple of dates in order to publish.

- Raffle – Weekend of 21\textsuperscript{st}/22\textsuperscript{nd} June for selling. Draw date TBC but needs to be the following week as this is the end of term (Awards Day).

- 28\textsuperscript{th} July – Aug 1\textsuperscript{st} (Grandparents Day on the Thursday). Very Big so need to book in now. Bands/ Morning Tea/Sausage sizzle.

- Fathers Day Breakfast – Friday 5\textsuperscript{th} Sept preferred but can be Friday 29\textsuperscript{st} Aug if can’t move movie night to either Aug 29\textsuperscript{st} or 12\textsuperscript{th} Sept (see comments below re: movie night)

- Gelato Day – sales going down and there was some gelato left over at last one. Suggest Year 6 students make signs for next one to remind everyone. Also suggest doing at lunch instead of recess as students have more time to come back for a 2\textsuperscript{nd} one.

- Kids Disco – Cameron organizing. Note has gone out. Discussion around ‘crowd control’ – Mr C suggested using shade cloth or some other material to provide designation between ‘Kids only’ area and parent meeting area. This would allow the main door to be opened. Fencing material and cable ties to be bought by school as could be used for multiple activities.

- Trivia Night – 31\textsuperscript{st} May – earlier than originally planned due to availability of MC. Auction packages. Each class to collate a package (either by donation of money or purchase of items). Each class has a theme. TV Logies Theme.

- Entertainment Books – Thursday. Flyers/order forms have been printed.

- Discussed App – ‘Skool Bag’ which is a ‘Calendar App’ to send alerts to all school community. Mr C to discuss with Kate G.

- Movie Night – Inspection done so quote can be given. Numerous sights are suitable and hall is an option if wet. $2500 minimum. Will not proceed as we can’t cover costs.

- Wine tasting night? Crinklewood

- Raffle – secure vouchers. 5 prizes – 1\textsuperscript{st} and 2\textsuperscript{nd} – vouchers, 3\textsuperscript{rd} and 4\textsuperscript{th} restaurants and 5\textsuperscript{th} Hair on the avenue. Alternate voted for is 1\textsuperscript{st}, 2\textsuperscript{nd}, 3\textsuperscript{rd} all vouchers and keep other prizes for Trivia night. Need to have a cause – sunshades for playground.
12. Grounds – Sally J
- School has been offered a Fig tree and other plants by one of the school parents. School appreciates the offer but prefers not to plant figs due to potential issues around roots and bats (if they have fruit). Will review other needs and advise parent accordingly.
- Veggie patch – looking at having four instead of just one (paved area). Mr Chamberlain discussing with Mrs Staples – incorporate as part of Environment studies.
- Principal meeting with Michelle Jacqui (Living Property) to further discuss plans for school grounds.

13. General Business
- Bubblers – none outside boys toilet for Yr 3-6 Block. There are only 3 taps (bubblers) for all Year 3-6. Two places to put new ones – East side of library and back of toilet block. Both have taps already in place. Replace ones outside BOSHC. School to get quotes. Building Fund money could potentially be used for this.
- Toilets – Roll holders – difficult to get paper off. Toilets need a better clean.
- Guerney? Day – Gardening Bee.
- Teachers presence at P&C was queried but they are only required to attend if they wish to.
- Cross-country – there was a suggestion to rethink the organization so children are not in the sun for so long during and before the event.
- Formal Parent-Teacher Interviews were discussed. They will not implemented this year but Mr C would like to bring back next year. Comment was made that a more in-depth interview is preferred by many parents.
- Kindy open night – 15 or so different children attended. A few Out of Area enquiries.

Meeting Closed 10.25 pm
Next Meeting: Tuesday 13th May 2014, 7.45 pm.