Belrose Public School P&C

Meeting Minutes

February 11, 2014

Attendees: Linda L, Sharon L, Sally J, Elise C, Jo S, Deb S, Mr B Chamberlain, Pamela M, Miriam W, Jenny G, Silvana L, Kate G, Mr Warren

Apologies: BOSHC, Meredith K, Nicky McI, Michele S,

Location: School Staff Room

Meeting Opened: 7.45 pm

1. Welcome

Welcome to Mr Chamberlain and Introductions

Discussion regarding succession plans for Treasurer and President as this is their 3rd year in the respective positions. An item will be added to the newsletter to request someone (possibly someone with bookkeeping skills) to take on role of Assistant Treasurer and start learning the requirements.

2. Financial Membership

Paid as indicated in attendance list

3. Minutes of the last meeting

- Minutes from December 2013 meeting – approved by Jo S. Seconded by Elise C.

4. Outstanding Items

3. Moduplay and Ozplay equipment – rusty and losing paint. Rubber under Ozplay has hole in it. Investigate and review any required repairs. See Principal’s Report

5. Action Items from this meeting:

- Advertise for new Assistant Treasurer.
- Mr Chamberlain to contact original suppliers of softplay surface to action repairs
- Mr Chamberlain to provide Priority list for next meeting
- Sports shirt sub-committee (including Nicky, Sharon) to discuss shortage of white shirts with Mr Chamberlain regarding steps forward and communication
- Fundraising sub-committee to meet and bring list of activities to next meeting.
- Sharon and Miriam to discuss gift and or card for Miss Hine
6. **Correspondence**
   - Fundraising materials
   - Thank you letter from the Principal of Ellison Public School
   - Jonathan O’Dea (State Member) letter.
   - No other correspondence this meeting

7. **After School Care (Sam K/Amanda C)**
   - Report not submitted this meeting but verbal update provided.
   - Kindys settling in well and everything going well.

8. **Principals report**

   Report Summary handed in:

1. School website – Will switch to a DEC supported website. DEC support materials are available and updated regularly, school will have direct access to update items. $440 per year. Currently site is outsourced to a third party who must do the uploads. Pay per upload currently. DEC site will make it much easier to keep site up to date.

2. Statement of accounts will be issued tomorrow (Wed 12th Feb).

3. Scripture starts next week.

4. Playground (softplay) surface – needs urgent attention. Cut out and replace section. No action to date other than it is out of warranty. Mr Chamberlain to contact original suppliers to action repairs.

5. Year 6 money for shade (~$2000). Prefer hard roof as it reduces vandalism and DEC will look after. Possibility to use Building funds? Could be 50% funded by DEC. Need shade over sandpit, big play equipment and additional area for Yrs 3-6. Mr Warren to contact builder. May have to contact council – check with builder. Distance from fenceline and other buildings may be a consideration.

6. Meet the Teacher Evening – next week on Tuesday (K-2) and Wednesday (3-6). Mr Chamberlain to speak on Tuesday night (We’ll all be there!).

7. Sustainability – garden bed has arrived. Reduction of electricity bill needed. Staff reviewing ways to reduce. Potential project for students too.

8. Year 3 Botanical Gardens trip – date has changed. Date TBA
9. Treasurers Report – Linda L

No Treasurers report this meeting due to no current bank statements and online banking not working.

- Financially sound still with ~$75-80K in the bank.
- Bank Account for December showed Gingerbread money came in and $5000 spent on uniforms.
- Report to be provided next meeting.
- Discussed priority list for next meeting with Mr Chamberlain. President and Treasurer to meet with him to discuss what P&C has supported in previous years. Indicated fundraising target has been $25K for last two years. This is above and beyond Voluntary and Building Funds.

10. Band Reports – Meredith K

Summary was provided by Linda L on behalf of Meredith.

- Band meeting held last night. 3 new members. Welcomed Miss Dooley who is the new band liaison teacher. Updated Band Committee on Mr Hill’s change of circumstances. He will be working part time at St Joseph’s College and will not be teaching at Belrose this year. He will still be our Band Master and conduct all rehearsals, with the exception of Wednesday mornings. Mr Polovino will be the Assistant Band Master and will conduct these rehearsals. Mr P is an ex Belrose Student currently studying at the Conservatory. Miss Dooley or another teacher will attend rehearsals with Mr P as he is not yet a qualified teacher.

- “Welcome (back) to Belrose” (formerly Belrose Bash). A Musical Trivia Night was discussed last year. Simplified to family BBQ on a Friday evening. Bands playing. Sausage sizzle and slushies. Bring your picnic rug. Friday 7th March tentatively from 5 pm.

- Training Band – Year 3 – Instrument allocation night – 25th Feb TBC.

- Mr Hill looking to provide group tutor lesson for specific instruments and training/concert bands. Mrs Thorougwood has offered to assist. This is particularly because there are minimal tutors for some instruments eg, flute, in the area.

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

- Band camp – for band members in Yrs 4, 5 and 6. Monday 7th and Tuesday 8th April (last week of term). To be added to school calendar.

- Yamaha Festival is uncertain for this year. Mr Hill has suggested an alternate eisteddfod, Northern Beaches Instrumental Festival, which is run in late May or June (dates TBC). Belrose is likely to only attend the Northern Beaches Instrumental Festival.
11. Canteen – Jenny F

Verbal Report provided by Jenny G


- Jenny F – has ordered all foods etc to start the year.

- Jenny G has new Canteen menu and pricelist ready to be published. A few price changes. Have requested all children are given a hard copy to try and eliminate old copies being used.

12. Uniform Shop – Nicky M

- Update provided by Jenny G on behalf of Nicky.

- White sport shirts – Have sold all current stock of size 6. Have ordered size 6 and size 10. Still have 30 white size 8 with supplier but no obligation to buy. Suggest ordering red ones. Will take 6-8 weeks to order red ones so maybe make a term 3 item. Transition for K-2 with no obligation to buy red this year at least.

- Intent was always just to deplete our stocks to avoid a loss. Original sports shirt sub-committee (including Nicky, Sharon) to discuss with Mr Chamberlain regarding steps forward and communication.

13. Fundraising – Elise C

- Cheque received for Entertainment Books - $265.

- Fundraising Committee meeting to be called to lock dates in. Outline of potential activities at next P&C meeting.

- First Gelato Day to be locked in. Thursday 27th March tentatively.

- Trivia night and Raffle highly supported as fundraisers for 2014. Include Silent Auction in Trivia night?

- Suggestion of an outdoor cinema - fundraiser?? Term 4? Make another family bbq event.

14. Grounds – Sally J

- First working bee set for Sunday 23rd February.

- Michelle (Living Property Group) has provided advice on what needs to be done.

- Mr Balfour – past parent –has agreed to attend working bee and provide a trailer to remove rubbish.

- Additional mulch to be provided by Living Property which will be ready to use by Spring Working Bee.
- Living Property Group contract –10 mows per year - $465 per mow. No increase in price for 2014. Needs contract approval for Feb mow. Approved by P&C. Contract to be held by Secretary and Principal.

15. General Business

- Miss Hine has left to take up a position at Stanmore Public. No opportunity for school community to thank her as she was only notified on last day of Term 4 2013. Suggest a farewell card in the office for all school to sign. P&C do normally purchase gift for teachers leaving. Sharon and Miriam to liaise.

- Request that ‘purpose of class email lists’ be made clear to class parents and parents in general. Also, Mr Chamberlain to direct parents to take up issues with class teachers individually rather than complain amongst parents.

- A question was made regarding what communications are made to parents around issues such as changes in teaching staff, for example temporary staff. Mr Chamberlain stated that parents are not necessarily notified of staffing issues such as staff placements/hiring and mid-year changes but explained temporary staff are generally employed for a full year.

- Monitoring of sunscreen reapplication by teachers was raised but there are issues relating to allergies/adverse reactions so school is not willing to take on this responsibility.

Meeting Closed 9.17 pm

Next Meeting: Tuesday 11th March 2014, 7.45 pm.