Belrose Public School P&C

Meeting Minutes

August 12, 2014


Apologies: Jenny G, Elise C, Meredith K,

Location: School Staff Room

Meeting Opened: 7.45 pm

1. Welcome

2. Minutes of the last meeting
   - Minutes from June 2014 meeting – approved by Deb S. Seconded by Jo S.
   - All action items from previous meeting completed.

   - Outstanding Items
     - Veggie patch grants. Retain.
     - P&C to take supply of the school uniform out to Tender and look for a new supplier for 2015
     - Email Calendar of Events to Class Parents to send on.
     - A wine-tasting night as a fundraiser to be followed up

3. Action Items from this meeting:
   - Purchase more of the small sunshade tents.
   - Advertise again in newsletter for P&C Committee Treasurer and President (and other positions) for 2015.
   - Request a parent take photos (for a $2 per photo fee) at the Fathers Day Breakfast.
   - Miriam to provide Mr Chamberlain with list of students who helped with raffle so they can be awarded extra points under Community Service category.

4. Correspondence
   - P&C Magazine
   - Community Management Solutions – for a fee will provide assistance and advice in place of the P&C Federation. They have been providing advice to not-for-profit sector for many years. Appear to be a ‘for-profit’ company themselves. Belrose P&C has not had a need to consult the P&C Federation any time in recent years the the committee feel that advice could be sought from the Belrose PS parents/community if it was needed. Therefore it was unanimously agreed not to join at this stage.
5. After School Care (Amanda C)

- Morning enrolments – ave. 21; afternoon enrolments – ave. 36. Vacation Care averaged 27 children per day with flip out being the most popular with 39 children. Bollywood day was also popular.

- A Re-enrolment reminder was sent out today so Kindy enrolments can start at the beginning of September.

- Invitation for parents to participate was sent out this term. BOSHC have already had a First Aid demonstration with one of the parents. Very successful with resuscitation dolls brought in as well.

- Super-heroes week was a big success.

- In 2015 – AASC program (Active After Schools Communities) will be scrapped. BOSHC was aware in advance and used funding to buy resources so they are well stocked to continue to provide ‘Active’ activities in 2015.

- A dental hygiene week was held and there was involvement in Bear Cottage super hero week.

- P&C thanked Amanda for the help BOSHC provided on Grandparents Day. Great feedback from parents on her involvement. BOSHC will also help at the Fathers Day breakfast along with Before School children.

6. Principals report

Report Summary held by Secretary and available on request:

- Wireless connections – cabling finished and only for WAPS left to go in.

- Yearly maintenance (including carpets) is complete.

- Bubblers – still chasing suppliers and quotes. Have contacted Spotless who supply bubblers and installation through their DEC contract.

- T4L (Technology for Learning) – schools allocation has been made. School has decided to replace computer lab computers which are now 7 years old. 16 computers to be provided through T4L program and 14 funded by the school – by end of Term 4.

- Year 2 Swimming scheme starts August 25th at Warringah Aquatic Centre.

- Book Week Parade – next Monday morning at 9.30 am

- Last Kindergarten 2015 Orientation Day this Thursday 14th August.

- Zone Athletics – 45 students to attend on 25th August.

- A Storyteller will visit the school on August 27th.

- Mrs Iwakura will run the Japanese cooking day again for K-6. The children will make sushi.

- Paper dispensers for hand drying will be trialed outside junior toilets. Dispensers will be stored in toilets after hours.
- Stage 2 choir will visit Allambie Heights Nursing Home on September 1st.
- Teacher allocation was discussed, particularly in relation to Science and PE. It was noted there is always a teacher librarian allocation. Librarian time allocated by department is dependent on number of classes in school. Student time is 45 minutes per class.

7. **Treasurers Report – Linda L**

Treasurers report for 8 months to 31st July 2014 – on file with Secretary.

- $121,450 Cash Balance
- Family/Building Contributions same as last report. Tax deductible contribution slips have all been sent home.
- $13,580 has been raised YTD in fundraising with $2462 profit coming from the Kid’s Disco. To date $1440 has been realized from the Trivia night but more is to come. The Raffle has raised $6,925 net. Open Day $660.
- Total Income was $38,261 to 31st July 2014.
- Expenses included Grounds Maintenance, easter eggs, sunshade tents. Additional cost for purchased Poppers (there are 109 in the fridge for Fathers Day – and woe betide if there are only 108 on the day because they’ve been counted!).
- The Uniform Shop has a net profit of $5,446 with total sales being $32,273.
- Canteen is breaking even. Interestingly on Athletics Carnival Day only $45 was made (vs normal $200) due to absence on Yrs 3-6 indicating it is the older years doing most of the purchasing.
- Band currently has a profit of $11,243 but is still expected to make a loss of $5,300 due when expenses paid. Four families have still not paid (last meeting was 17 so progressing OK).
- Other matters – The Canteen Manager is paid under the Fast Food Association Award rates and these rates go up on 1st July 2014. The committee agreed to increase wages in line with the award rate increase.
- P&C Insurance. Despite a note in the P&C Federation newsletter there has been no paperwork on the Insurance which expired on 1st August.
- Belrose P&C has had an offer of insurance from Healthy Kids Association. Same if not better coverage compared with the P&C Federation. P&C are covered as of now but won’t be ratified until approved by committee. Cover includes public liability; extension to out-of-school activities; Directors and Officers coverage; cash/property cover ($5K) – upped to $30K to cover uniform shop etc; transportation cover (up to $2K); personal accident cover for volunteers; theft of P&C assets; interruption to P&C activities. Last year paid $1400 incl. affiliation fee. This year $895. Unanimous committee approval to accept.

8. **Band Reports – Meredith K**
Verbal Summary was provided by Linda L.

- X-Factor – very successful night. Lots of participation and parents turning up. Two guest performers. Another one planned for this year.

- Jazz Band invited to participate in Jazz in the Glen but during Saturday ‘Sports time’ (11 – 2) so couldn’t attend.

- Fathers Day breakfast. Order form sent home last week. Mr Hill not available as he works elsewhere on Fridays. Bunnings on-board (up to 3 staff members to help with BBQ and they will donate eggs, bacon and bread). IGA for croissants (Do you want a ham and cheese croissant or a cheese and ham croissant?). Same coffee van man. Café Bel approached to set up additional food table. Normal games and activities. A request for photos was made. We will need to ask parents for volunteer.

9. Canteen – Jenny F

No report this meeting

- Special Food Day (Hot Dog Day) will be held on Tuesday 9th September so as to avoid lunch orders also being placed.

10. Uniform Shop – Nicky M

- Shop is quietening down. Starting to think about orientation.

- Assuming ~40 children due to enroll for 2015 should have enough uniforms for Kindy students so won’t order more at this stage.

11. Fundraising – Miriam

- The raffle set up at Glenrose shops was very good with positive comments on both presentation and students. This is a ‘must do’ on both days. 47 families did not return their raffle booklets. List provided to President.

- It was suggested that extra points for their house be given to students who were involved with Fundraising. Mr Chamberlain to include a Community Service category.

- Walkathon is scheduled for Monday 15th September. K-2 concert is on the 18th September. Is there too much on in the one week for parents who may want to attend? There was discussion on combining concert and walkathon on same day but this may be too much for the K-2 children. Perhaps push Walkathon to Term 4 and drop the 2nd disco? To be discussed.

12. Grounds – Sally J

- Next maintenance day was due to be in September but it was decided to hold off until Term 4 as Term 3 is so busy and there has been little growth due to cold and lack of rain. Will review again in Term 4 to decide if to hold over to 2015 or go ahead in Term 4.
13. General Business

- It was suggested instead of having a separate Infants School athletics carnival they be combined into one carnival. There was a lot of hanging around for one little run and then games. House Captains could run the K-2 events if combined.
- Positions on P&C to be advertised in Newsletter.
- Text Book orders – a recommendation was made by the P&C that the Text Book orders not include stationary for next year (as had been done for Year 2 in 2014). Instead recommend preferred brands and/or provide an option to order (not compulsory). There were also some complaints about how poorly the supplier managed the process last year.
- Interrelate in 2015 for parents and children (years 3-6 only). Need to book a date and time. Students must come with a parent and sit with them. Barry has offered to look after younger siblings as they will not be allowed to attend.
- Mr Chamberlain informed the P&C that Mrs Staples was operated on for a broken patella last week and will be away for some weeks. Also Mrs Hillier has taken extended leave.

Meeting Closed 9.17 pm

Next Meeting: Tuesday 9th September 2014, 7.45 pm.