

P&C MEETING MINUTES

Wednesday 22 June 2016

School Library 7:00pm

1. Opening

- John Quin opened the meeting at 7.30pm
- Attendees:
Darren Mitchell, Rachel Laing, Kim Waters, Nerida Bodycote, Bec McDonald, Mirko Nad, David Pearson, Sarogini Furtado, Fiona Berman, Jen Rowe, Adrian Herbert.
- Apologies:
Jennifer Brown, Julie Farac, Margo Pasin, Megan Mallia, Anna Virgona, Ally Khan, Julie McMurray, Megan Wansborough, Rosaline Mitchell, Natalie Cooper, Cam Hay

2. Accept Minutes from May. Moved: Jen Rowe

Seconded: Mirko Nad

3. President's report (Darren Mitchell)

- Darren thanked the Trivia Night Committee for an outstandingly successful night.

Sara Anna Alec Gabe Rachel although we will do this more formally at the next meeting when they are present.

- Thank you John and staff for a busy term 2.
- k-2 interviews last week and thank you for the team and we wish them all a good break
- July meeting, there is expected to be a Literacy and numeracy presentation. This presentation will be looking at across the school data, NAPLAN, Learning Support, Q and A at end. Should we focus on a stage? Teaching of literacy.

Fiona Berman suggested Year 2 and 3. What to look for, what to do at home.

4. Principal's Report (John Quinn)

A great team effort led by Anna and it was a great result and a great fun night. Huge fundraising success and a community building event that was so important for the younger newer families.

- Photographer recommended for next year's school photographs. Easy ordering and reordering. Called the Advanced Primary School
- Kindergarten Orientation Dates. Fri 19th August. Tabled to minutes (see attached)
- Last year successful in NSW state Com grant. 7500 for container. Funds just received. 2016 info tabled. (see attached)
- LMBR learning and Mgt. New system. Centralising all finances. Currently new procedures for clearing out old file to new file. FIN Year end Oct not Nov as current. Period for term 3 or 4 where there will be a non-access period. Payment changes will be implemented
 - o Admin eg roll marking. SAP financial and analysis/budgets etc.
- John Quin attended OOSH care Meeting on 8th June. All seems to be going really well with OOSHC. John meets with them once a term minimum, P&C can request them to attend at their discretion. John very happy with the way OOSHC is operating.

- Staffing: School Councillor 3 days every 4 weeks. Semester 2 will change to 1 day per week. Govt in process of employing 220 extra councillors. We will be getting a new school councillor. Will be a casual councillor then a permanent one appointed.
 - o In Kindy. Mrs Rennie has been on leave term 2. Will return Term 3 and 2 days end of term 2 for orientation.
- Bay run t-shirts discussion. Result is to allocate Fridays as Bay Run Tshirt day.

5. Insurance (Sarogini Furtado)

- Insurance due 1 August but need to be paid earlier for Bay run certifications to be provided to council. Sam Clarke has done the lead up work.
- Sarogini's company provides P&C cover, happy to provide a quote for us. A good chance to review the current cover and areas that we might have missed. LMBR will make some of the music tutoring insurance admin etc quite difficult.

6. Treasurer's Report (Jen Rowe)

Brief update including May.

Trivia income and expenses have been updated however a couple more items to be finalised. Expecting net result to be \$15,100 (check with Jen)

- Grant income received for shipping container. Have paid for this which allows funds for paving. Some Building Funds already received
- Doesn't have blazers on this. Has been approved, would be about \$1000 but it may come from election BBQ funds.
- \$28K available after taking out allocated funds.
- This year it is looking like the school donation would be \$80K. Whatever we do with the available funds we need to ensure funds are available for the P&C School funds. Bay run is the next Fundraising Money to come in.
- This represents a healthy increase on last year (which was down on previous)
- Budget. Just arrived. Will be tabled today to be approved next meeting. Huge undertaking to ensure accuracy.
- Nerida has audited thoroughly and P&C would like to minute her time and attention to this. To Dec 15,
- Jen, in capacity as Treasurer has cleared up some historical issues. Liability of OOSH owing to them \$38 with cash account \$30K. (ask Jen for more info on that) Rent related. We charged rent and collected CCB. The end of 2014 finished but final payments were not finalised.

Bay Run accounts very thorough. Thank you Clare Cody for this.

Dept confirmed all liabilities were paid etc.

Adopted: Unanimously adopted. (Jen and Neidah abstained)

Will be lodged with ACNC and with P&C Federation.

7. General Business

- Darren Mitchell: Container delivered Monday week 1 School holidays. Mirko will co-ordinate this. Left over funds to be allocated to paving around the front of the top demountable.
- Staff concerned about state of demountables and the dirt bowl so staff very happy with \$3500 - \$4K to help landscape.

- Election Day BBQ. 50% of cake stall to Year 6 and 50% to P&C.
BBQ funds to P&C also.
Coffee cart. Cannot find someone to do this.

- Library – Fiona Berman asked questions regarding the library budget distributed and minuted at the last meeting. This including querying the casual Salary for Stocktake, discussions around how the P&C funding fits into this total budget and how to increase the Donations made during Educational Week.

- Mural. Very good. OOSCH building next. WIP. \$3000 for the installation.

- Bill thank you for your help cleaning up the grounds after the storms. Bill is also a SES volunteer.

- **Meeting closed 8.05pm**