



### Minutes of P&C General Meeting 20/11/2018

Meeting Opened: 7:30pm

Venue: School library

Meeting Chaired by: Nicolette Mathias

Minutes taken by: Maree Dennis

#### Attendees

As per the Meeting Register

#### Apologies

Charmaine Hetem

Christine

Candice

Alex Phillippe

#### Adoption of Previous Minutes

David Hood Seconded Jo Burns

#### Memberships Paid

As per the membership register. Welcome to our new members.

#### CORRESPONDENCE IN

Nil

#### CORRESPONDENCE OUT

Nil

#### BUSINESS CARRIED FORWARD

Item	Issue/Topic /Updates	Responsibility
1	Traffic issues – Girralong Ave, Henry St and Shepherd's Lane <i>See Principal's Report</i>	Mr Holmes
2	<b>Motion 8</b> to begin process to change date of AGM ( <b>Held over from previous meetng</b> ) <b>Moved to discuss first meeting 2019</b>	President
3	Bunnings doing painting of bathrooms <i>Completed by parent volunteer. See Principal's Report</i>	Belinda Howard
4	School wish list for 2019	Mr Holmes
5	P & C funding for 2019 <i>See business arising</i>	Committee
6		



## P&C REPORTS

### Treasurers Report - Jo Burns

- See Treasurer's Report attached

Our bank account balances as at 23 October 2018:

CBA Aux account: \$25286.22

### Principal's Report – Graham Holmes

#### Principal report

#### \*Note full report attached

##### Business Arising:

**Traffic Issues:** Meeting with Council officer this Friday. Outcome will be published in newsletter and next P & C Meeting

**David Elliott needs to come to meeting to hear about issues.**

**Floor complaints with bus service efficiency. Improvements in bus service would help reduce congestion around school. Buses not turning up or late in morning. Unreliability of service has meant parents have given up and are driving students to school.**

**Maree, Tamara and Alison are going to write petition . We will put it on FB and Change.org to get school community to sign and Jen Barker will present to David Elliott.**

##### General Report: Notes on report

1: See report

2: See report

3: Parent Portal rolled out. Please ensure everyone signs up.

4: New reports will provide parents with more extensive information about your child and where they are. Feedback will be well received.

5: Urban Landscapes Community Consultation: Urban Landscapes will bring a draft plan. Suggestion from floor to make available for community to view for those who can't attend.

6: See report for site works update.

**A big thank you to Mr Bobby Fakhri and his team for volunteering their time and resources to paint the bathrooms. It was very much appreciated from the school and community.**

- Wall mural to be completed by end of term

- PA system being finalised. **Thanks to Mayfair for donation**

Floor: enquired about school fence being upgraded. Assets said biggest concern for safety was from the oval fence. We are on the list to get upgraded but unsure as to when.

7: See report



8: See report. Student book packs are to save time, money and efficient for both school and community. Letter will come home early next year. At this stage no anticipated increase to school fees being planned. Kindergarten won't be charged.

9: Student Parliament being introduced in 2019. More students will have opportunity to be involved. SRC will be able to present their motions to be passed. Senate will be teachers. House of Representatives will be students.

10:EOI for string ensemble being put to students. Flyer to go out next week.

11: See report. Work spaces being considered for flexible learning spaces. Initiative with each stage and 4 classrooms being renovated with new furniture.

#### **Deputy Principal's Report – Sue Taylor**

1: Sun Protection Policy needs to be updated. DET has specific guidelines stating it is a joint responsibility. Asked floor for feedback.

Uniform shop co coordinator said that they had been approached by company to sell approved sunglasses.

Floor : concerned about swim school buses and when was it too hot to order buses. School advised that decisions are made as best as possible according to forecast but it can hard to book a bus a short notice.

Floor: suggested classroom have sunscreen available for all students which would also lead to hand washing policy. Sue Taylor stated that the emphasis is on joint responsibility. Parents applying sunscreen in morning before school and having sunscreen in school bags.

A letter to parents noting the sunscreen available in school when an emergency and an opt out if parents don't want it applied to their child for allergy or other reasons.

2: Thank you morning tea 12/12/18

#### **Deputy Principal's Report – Claire Brett**

1: Panel for LAST(learning and support teacher) has been formed.

### **General Business**

#### **President's Report**

##### Fundraising

##### **Chocolate Drive**

- Charmaine reported that the chocolate drive was a success with profits up from last year.
- Over \$14,000 raised
- Still approx. \$1700 outstanding

##### **Walkathon**

- A great day had with great organisation from teachers led by Ali Dallas.
- Nearly \$15000 raised so far
- **Floor raised issue that prizes that were purchased were not voted upon by the committee.**

##### **World Teacher's Day**

- Cake and badges well received by staff



#### **Classroom Readers and STLA Readers**

- Have been paid

#### **Kindy Orientation and Presentation Day**

- Charmaine to speak at Kindy Information Evening
- Charmaine to represent P & C at Presentation Day 11/12/18

#### **Uniform Shop Coordinator Report**

Uniform shop co Ordinator noted that the Uniform Shop is looking for new bookkeeper for next year. Heijin Choi has offered to do it. Wil discuss role with Olivia and Emma for changeover. We thank Emma Vallis for all many years of service to ensure the uniform shops finances were all carried out efficiently. We wish her well in her future endeavours.

Size 4 Boys shrts will be out of stock. 1 short per child to be issued to families with others put on back order until new order arrives.

- Still running short for volunteers for next 2 kindy orientation days.
- **Floor and co ordinator raised concerns with school executive about money and keys being put away safely on a Monday afternoon.**

#### **Flexischools**

- Back up drive is on order. When it arrives Olivia will arrange with Mark Foreman to have installed.

#### **School Banking**

Nothing to report

#### **Grant's Coordinator – Jen Barker**

Confirmation of Community Grnats came through. Thank you to Susan See for the application work. Works for: Newcombeball court, shade sail over kindergarten playground.

#### **Other Business**

#### **P & C Federation Information Session**

Alison Mackay has been in contact with the Federation and booked a session for Wednesday 28/11/18

#### **P & C 2019 Funding Discussion**

- School leadership sponsorship to continue in 2019
- Do we want to fund STLA teacher?

Floor asked for a notification of department of Education acronyms to be put out so community understands what each acronym stands for ie. STLA – Support Teacher Learning Assistance.

Mr Holmes said that school could fund STLA teacher next year. Growth in school has helped to secure more funding with new formulas for school.



Floor: asked about previous principal having kept some money aside. Mr Holmes said that all monies were accounted for and e is happy to present full financial report at the AGM/First meeting in 2019.

#### **School Photographer**

Maree works for Advanced Life Photography. She suggested that they could do similar package and be competitive.

Mrs Brett noted that she has been in contact with The School Photographer and they have followed through on all their commitments. Dates have been agreed up for 2019 including coming earlier to get kindergarten photos done.

#### **Follow up**

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1	Traffic issues – Giralong Ave, Henry St and Shepherd’s Lane	Mr Holmes
2	School wish list for 2019	Mr Holmes
3	P & C funding for 2019	Committee
4	School financial report	Mr Holmes
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Meeting closed 9.25pm

**Next meeting: AGM and first meeting February 2019, 7:30pm in the school library**