

Illaroo Road Public School P & C General Meeting

Attendance: As per attendance book.

Apologies: As per attendance book

Date: Tuesday 13/3/2012

Venue: Illaroo Road Public School

Meeting opened at 7:00pm

Item No	Subject/Description	Moved	Second	Action/ Due by
1	Apologies – per attendance book			
2	<p>Ratify Minutes – Minutes of the 14th February 2012 meeting were accepted with the following amendment.</p> <p>Extraordinary meeting minutes – Uniform shop meeting 21st February 2012. Minutes from this meeting were tabled for the P&C committee.</p>	Liza Hodgkins	Debbie Abello	
3	<p>Matters Arising</p> <p>a) P&C Constitution From AGM 2012, all P&C members will be required to pay their \$1 membership to maintain their voting right. Any new members are welcome to pay their membership fee during the monthly meetings. All members of the P&C will read through the Constitution and Rules and it will be discussed at the April meeting.</p> <p>b) Correspondence management All correspondence coming into the school will be collected by Sandra as the Correspondence Secretary. No other person is allowed to take any P&C correspondence</p> <p>c) Resignation of Lisa Mullins as Treasurer Beck read out a resignation letter from Lisa Mullins from her role as Treasurer. In the interim, Liza Hodgkins will take on the role of Treasurer, however, the role will be advertised in the next Bulletin. Di Malby will take over Liza’s role as Vice President.</p> <p>Melisa McCoy raised the point of the work that Lisa has done for the P&C over her many years as Treasurer. The P&C is extremely grateful for her dedicated service.</p>			
4	<p>Sandpit cover update A quote has been provided for a new sandpit cover from Helen Mills from Revolution Sails & Covers for \$500 incl GST. This quote covers the fabric only. Tracks and fittings will be included free of charge.</p> <p>School Photos Sandra Turnell and Cathy Rutterford will be assisting on Thursday at the school photos.</p> <p>Circulation of Audited Reports for 2011 & 2010 Melissa McCoy has met with the Auditor to finalise the reports for 2011 and 2010. The financial reports don’t actually need to be formally audited, however, they do need to be sighted by an independent qualified party ie an accountant.</p> <p>Update on supplier of uniforms Debbie has spoken to Tots to Teens to see if they could help out in the short term with filling our supplies. However, she can’t make the dresses without a pattern. Poppets won’t be able to provide dresses and cullottes in time for school photos.</p> <p>House colours pride Paul raised this at the February meeting. As he didn’t attend this meeting, this will be carried over to April.</p>			
5	<p>Correspondence – Sandra Turnell See attached report.</p>			

6	<p>Treasurer's Report –Melissa McCoy for Lisa Mullins See attached report Bank Statement of working account 12/3/12 is \$28,629.77 less expenses, total available is \$23834.14 Term Deposit of \$20000 will mature 16th March 2012</p> <p>Voluntary Contributions to date is just over \$11,000, which is down on previous years. There may still be a little bit more coming in.</p>			
7	<p>Canteen Report – Presented by Melissa McCoy - see attached report. Melissa has finalised the previous two years' worth of canteen accounts.</p> <p>Melissa raised the need for a lockable cabinet to store the large amounts of P&C records. It was agreed at this meeting that the locked cabinet in the uniform shop can be used for this purpose. It was agreed that any records older than 7yrs (ie prior to 2005) will be shredded. Liza and Donna will both commence work on this task.</p> <p>Bonny Green has put her hand up to take over Di Coxhead's roll on the canteen committee. She won't be able to attend regular P&C meetings, however, she will provide a written report from the canteen committee meetings. This was agreed by the P&C.</p>			
8	<p>Uniform Shop Presented by Debbie Abello – see attached report.</p> <p>The records for 2011 & 2010 have been lost by the accountant, so as a P&C we need to accept that we don't have access to these records. From now on the P&C will ensure that it always keeps a duplicate of any records and financials.</p>			
9	<p>Principal's Report – See attached report Julie Anderson and Sandra Page attended the meeting to discuss the school's literacy target in response to the P&C pledge. Julie and Sandra outlined the school's need for more readers due to the wide scope of levels required from Kindy upwards. One new box of readers costs \$800, which only covers 5 children for a few of weeks. The school has requested \$16,000 from the P&C pledge for literacy resources.</p> <p>School Maintenance Covered walkways – approval has been given by DEC.</p> <p>Chaplaincy Program Graham will follow up on the appointment of this position.</p> <p>Special Events for consideration Sport-A-Thon for Education Week in 3 Term 3.</p> <p>Funding Allocations</p>			
9	<p>General Business The P&C has agreed unanimously to this: \$16,000 for literacy \$2,000 for key learning areas \$2,000 wetlands \$2,000 ongoing garden maintenance \$500 for sandpit cover</p> <p>A sub-committee will be set up to discuss quotes for the playground equipment. Karen Woods will head this up and will find some more parents to be involved.</p>			

Meeting closed at 9.20pm
Next meeting: Tuesday, May 8th 2012