

Minutes for Illaroo Road Public School P & C Agenda meeting

12th March 2013

Attendance No New members see attendance book

Apologies Laura, Chris Hansen

Ratify Minutes Andrew Mcvey

(1) Matters Arising:

- Tracy Bentley's employment contract: An ongoing open matter to be sorted, reviewed and finalized.
- Correspondence secretary position: Chris Hansen has proposed to split the role so that Kathy Rutherford to collect the mail and Chris to sort it. Committee agrees with this proposal.
- School pavers update: site looked at and we require sand and equipment to be delivered so Sherry and Andrew Mc to find a time in the future to organize it further. Proposed date for after Easter or term 2.
- Paul has suggested that the principal of the canteen being a service rather than a fund raiser is ok. However he proposes that we make improvements to the canteen to assist the p and c to meet our pledge commitments and allows for a comfortable, banking margin in case of any unforeseeable problems that may arise. Paul suggested that we up the price of items by 20c or so to the entire order. Raise it next month with the canteen committee to talk over before the next monthly meeting. Liza will present it to the canteen committee.

(2) Items for Discussion:

New item that we are having P&C short fall in volunteers people get burnt out. Be mindful to step up spread the word to people we see regularly picking up their children.

- Math-a-thon fundraiser – team required: letter to parents to outline what the math a thon is with a proposed date before mother's day stall. This will give Maths a bit of a push. Need helpers on the day. Volunteers required. a Fund raising committee to be organized by Karen. Kim, Sherry, Liza and Karen have committed.
- e News proposal – P&C endorsement: accompany called school e news will collect email address from parent under strict privacy. Parents Can unsubscribe at any time. The company handles everything. 5 week trial and handover period. Parents are automatically opted in. \$400 cost includes training as well as an App purchase. Questions arising: how do we cut out the newsletter slips? what about school sponsors?. School needs a strategy about how and why. Committee prefers parents have an option to subscribe online. Agreed to trial. Motioned forwarded by Liza to support e news bulletin in principal seconded by Steve. Second motion to support SMS alerts by Andrew Seconded by Debbie.
- Minor capital works upgrades – any suggestions? Look at roofs and guttering that need repair. Replacing wooden seats with aluminum. Equipment upgrade for the library, don't focus on desk tops more tablet based. Shade sail over the sand pit. SRC rep approached to have tennis courts upgraded. Heaters to be upgraded and some rooms don't have any heaters. Plants need to be trimmed in Walsh crescent exit- Tabled by Helen Mills.
- School Council report & Constitution update - See attached school council

meeting report tabled by Karen.

- Scholastic Book Club update – Helen Mills. Initial teething problems. \$800 in orders so far. Mr Tink to bring it up at the staff meeting to remind staff members to hand out the brochures to students.
- Family Portraits update – Debbie Abello. We have 14 paid bookings. Still some slots available. Volunteers required for the roster on the day. Steve Sherry Trish Di Karen will assist.
- Easter Hat Parade update – Karen. Kathy Rutherford has taken on employment and Karen will take over the organizing. A memo to be placed in the bulletin to remind parents you can pick up extra tickets at the office. Kathy will collect the eggs and volunteers will assist her to wrap them the night before.
- School Photos update – Karen see above. Di and Karen to assist in the shortfall.
- Mother's Day Stall update – Debbie Abello. There is a Meeting tomorrow to confirm what products to order and the budget. We plan to be ordering tomorrow.
- Family Fun Friday End of Event report – Karen. A great success. A lot of fun was had by for all. See attached report.

(3) Principal's Report: Tenae Carroll moving on to assistant principal. Carly Dunstan to take over the class next term. 2nd Autism class to move ahead and would like to have a panel parent representative on the selection panel. Teacher rep Kate Anderson. Sandra Turnell to take on the role as parent rep.

(4) Correspondence: official P and C handbook P and C federation petition to support public school funding for special needs students.
Seed embedded cards to plant as a fundraising idea. A Donation request from Royal far west school Manly was rejected by the committee due to low intake from our area. Karen motioned to have a school lunch time disco to support this Royal far west. Mr Tink expresses concern that we are sponsoring the Stewart house already. Committee not in favour as they do not support this region.

(5) Treasurer's Report: See report on Google docs. Motioned by Liza to keep existing term deposit going for another 6months seconded by Andrew. Total equity \$25987. 58.

Discussion raised by Alex that the school voluntary contributions are given back to the school to manage and maintain, this will have an impact on the p and c pledge and needs to be fully reviewed and discussed at a future date (June). Suggested that all members should send a group email so ideas can be presented and discussed.

(6) Canteen Report : Treasurer canteen report: Melinda assisting the canteen accounts recognised that the P&L sheets were not provided. See attached reports. Net profit \$477.09. Motioned by Liza to start term deposit \$10,000 and seconded by Andrew G. total equity \$16390.43.

(7) Uniform Shop: quieter this month all stock available except the girls tunic. Spoke to supplier. See report on Google docs. Volunteers required to man the uniform shop.

(9) Dates for Diaries: all covered above.

General Business:

Di Will purchase tea cups and coffee etc for each meeting. Meeting closed 9 pm