BATHURST PUBLIC SCHOOL P&C MEETING MINUTES

19th February 2014

Attendees:

Tony McBurney, Jodie Goninan, Lesley Macready, Suanne Brown, Tracey Platt, Kirsty Ridley, Annabelle Hillsdon, Clare Lewis, Heather Price, Denise DiFazio, Kate White, Heather Kimbell, Sarah Veilande, Melinda Short, Amanda Lynch, Sally Hamer, Alicia Powell, Jason Cowell, Liz McGuire, Angela Taylor, Emma Hair, Angela Taylor

Apologies:

Liz Arrow, Deborah Munns

Meeting opened: 7.03pm

Minutes from previous meeting accepted

Moved: Melinda Short Seconded: Kirsty Ridley

Principal's report – see attached.

2014 enrolment ceiling policy presented by Kate White and discussion

Moved: Tony McBurney Seconded: Tracey Platt

Discussion around low attendance and participation numbers at the swimming carnival. P and C would like to workshop how we can support and promote School Spirit.

President's report – Tony is a member of the selection committee for the Assistant Principal position. Tony presented flowers on behalf of the P and C at the 2013 end of year presentation day to retiring staff. The uniform committee have taken over the school uniform policy to address issues raised last year. President declared the 2014 AGM will be held prior to the next P and C meeting (March 19) providing all administration matters are up to date; secretary to ensure we have met all criteria to hold meeting according to the P and C Association requirements and treasurer to ensure books have been audited. All positions will be declared vacant.

Treasurer's report – Attached and summarised in meeting by Sally Hamer. P and C bank account balance is low, however we do have funds to cover our essential expenses for the year (audit, insurance, soap). The bank balance is low because we were able to donate to the school last year which is an achievement we are proud of. DJ Weeks and Co. (auditor) advised they are no longer able to remain our chosen auditor. Although they agreed they would complete our 2013 audit one last time given Sally had the books in good order. Sally contacted Crowe Howarth to see if they complete audits for community groups, which they do. Sally asked for a quote, which will be presented next meeting.

Moved: Sally Hamer Seconded: Sarah Veilande

Canteen Treasurer report – Canteen revenue is strong. Still doing outside catering jobs which helps to boost revenue. DJ Weeks and Co. (auditor) advised they are no longer able to remain our chosen auditor. Sarah asked approval to appoint Amable Management services. **Moved**: Tony McBurney **Seconded**: Amanda Lynch. All in favour.

Moved: Sarah Veilande Seconded: Kirsty Ridley

Discussion around how we can continue to optimise revenue in the canteen, perhaps opening 5 days, 'sometimes' food days. Ideas and discussion to be raised in future meetings. Vote of thanks to volunteers. With the canteen being busier, we need more volunteers to assist. Call for volunteers will go in newsletter.

Book club - Melinda has helps with distributing orders to teachers. Melinda may need assistance with future orders due to personal commitments. Tracey happy to assist. Secretary to update School Community on the Book Club contributions to School into coming newsletters

Business arising:

Traditional P and C run events were outlined and discussed, details for 2014 below

Event	Champion	Schedule	# meetings before event
Kindergarten parents barbecue	Angela	Not stated	
(do we have appropriate funds to host?)			
Kindergarten tea towels	Sueann	Term 1	1
Year 6 tea towels	Liz Arrow? Kirsty	Term 3	2
Year 6 Jumpers 2015	Annabelle	Not stated	
Year 6 gifts	Kirsty	Term 4	
Mother's Day activity (Sunday 9 th May)	TBA	9 th May?	1
Father's Day activity (Sunday 7 th September)	Tony Mc Burney	5 th	5
		September	
Photo Opportunities (Year 6 Grad, School	Claire and Tony	Term 3	
Concert)		and 4	
Grant applications	Zoe and Deborah	Ongoing	
School concert raffle	Amanda	31 st July	4

A fund raising group was formed to discuss other fundraising ventures we can participate in throughout the year, and to develop a fundraising strategy. This group will meet offline to discuss ideas to present to meetings. Some fundraising ideas discussed were:

- Lobby for capital works
- Trivia night
- Car boot sale
- One big social event where we can raise a substantial amount of money
- Latch on to an event (e.g. NRL and A League events, Mt Panorama racing)

- 'Day on the green' on school grounds with rides, BBQ, ice blocks, performers, giant movie screen
- Canvas art show where parents buy their children's canvas and an auction for class canvas

Fundraising group: Annabelle to chair. Other members include Amanda, Kirsty, Sueann, Tracey, Clare

Playground artwork - no update this meeting

New ideas and open forum

- Discussed the P and C achievements to be communicated to the school community in the newsletter; buying soap, supporting students who represent the school at state level, book club etc
- Bicentenary for Bathurst Annabelle to put in an application so the School can participate in the Bicentenary celebrations
- Morning tea for Mother's Day Perhaps we can have a morning tea or other event to provide an opportunity for mother's to celebrate with their children like the Father's Day BBQ
- Clarity on policy next meeting to discuss what policies we need to implement.
 Secretary to get advice from P and C Association website what policies we should have in place. For example a general code of conduct for P and C meetings etc.

A motion was moved that President be the nominated spokesperson for the P and C. All agree, no opposed.

Moved: Melinda Short Seconded: Sarah Veilande

Next Meeting: 19 March 2014 (after 2014 AGM)

Meeting Closed: 9.01pm