

# BATHURST PUBLIC SCHOOL P&C MEETING MINUTES

20th August 2014

## Attendees:

Clare Lewis, Sueann Brown, Tracey Platt, Kate White, Sally Hamer, Deborah Munns, Jodie Goninan, Jo Curran, Fernanda Puebla, Lesley Macready.

## Apologies:

Tony McBurney, Amanda Lynch, Heather Kimbel, Kirsty Ridley, Annabelle Hillsdon, Emma Hair.

## Meeting opened: 7.15pm

Chaired by Clare Lewis.

## Minutes from previous meeting accepted

*Motion: That the minutes of the meeting held on July 16 be adopted as a true and accurate record of events.*

**Moved:** Sueann Brown                      **Seconded:** Deb Munns

## Principal's report

See attached.

Kate has secured a cheaper printing quote so the school magazine is going ahead this year.

## Treasurer's report

See attached.

*Motion: Treasurer be given approval to pay the bill for the school soap (\$328).*

**Moved:** Clare Lewis                      **Seconded:** Tracey Platt.

## Canteen Treasurer's report

Financials tabled at meeting.

Continued discussion about cash handling at the canteen. Meeting agreed that we should apply the P&C's standard cash handling policy to canteen takings.

*Motion: Sueann to investigate and purchase (\$200 limit) a coin-counting machine to assist with cash handling compliance, which can also be used for P&C events.*

**Moved:** Sally Hamer                      **Seconded:** Clare Lewis.

Discussion moved onto cash handling for the clothing pool. Meeting agreed that due to the small amount of takings that a triple receipt book should be adequate.

*Motion: The treasurer purchase a triple receipt book for use by the clothing pool.*

**Moved:** Tracey Platt                      **Seconded:** Sueann Brown

Sueann raised the issue of whether we should be paying casual or permanent/part-time rates for the canteen manager. Sueann to review and report back to meeting.

Sueann asked if canteen catering should also cover wages. Meeting agreed that it should and that we may not be charging enough for our catering compared to competitors (especially considering the excellent standard of food being produced). It was also recognised that Heather currently does a lot of shopping and baking for this in her own time. Sueann to review current costs and charges and report back to meeting.

Sueann asked if P&C Federation insurance covers canteen workers for catering activities. It was felt that this is probably covered by the Workers Comp insurance – Sueann to check before next meeting.

### **Business arising:**

#### **Father's day aprons**

Clare advised @100 aprons have been ordered to date. Requested a note in the newsletter advising parents that the order deadline has been extended.

Painting of aprons will commence in the Lambert St hall this Friday (Aug 22). Clare asked for volunteers to help with this activity. A call-out will also be placed in the school newsletter and on Facebook (Tracey). A further painting session may also be held the following week.

#### **Father's day barbecue**

Meeting agreed this is our current priority and will take considerable organisation. It was noted Tony has started the process of coordinating this event and that people should let him know if they are available to help in any way.

Kate advised the pre-order form must go out this week to allow parents sufficient time. Tracey to update Mother's Day order form and supply to Kate by Aug 21.

Meeting suggested that a call-out for volunteers be placed in the school newsletter Aug 28 and on Facebook (Tracey).

Fernanda Puebla volunteered to take the Father's Day photos. Clare to help set up the location and Sueann to provide blackboards.

Kirsty has been contacted about locating the signage.

#### **Book club**

Kate advised there will not be any book club orders in the second half of term due to Book Week activities.

#### **Uniform committee**

No update.

#### **Outdoor Cinema**

Clare advised Bathurst Regional Council has been told this is not going ahead but it has still been listed in some event calendars. Council has been asked to remove it from future schedules of events.

#### **School labels**

Labels have arrived and will be placed in Smart Start kits. Secretary to liaise with Emma regarding an end of campaign date and publicising labels to the rest of the school.

#### **Grants**

Deb has applied for a grant from CSU for \$1000 for early readers.

An application has also been lodged with Bathurst Regional Council for \$2500 to produce the 75<sup>th</sup> anniversary Back to BPS exhibition.

### Back to BPS dinner and open day

Deb has been busy researching the school history and has been working with Bathurst Library and the local historical society.

Deb has also started collecting interesting anecdotes from past students to include in the exhibition and would like to encourage other P&C members to approach their neighbours, workmates and friends to ascertain if they have any connections to the school. There are also plans to place articles in the local media and establish a Facebook page.

Clare and Angela volunteered to investigate entertainment options for the dinner.

### P&C Federation election

Meeting was asked if anyone wanted to be nominated as a delegate or councillor for the Federation of Parents and Citizens Associations of NSW. There were no takers.

Annual events	Champion	Date
Kindergarten tea towels Completed and delivered	Sueann	Term 1
Year 6 tea towels ongoing - no update	Kirsty	Term 3
Year 6 Jumpers 2015 ongoing - no update	Annabelle	?
Year 6 gifts ongoing - no update	Kirsty	Term 4
Father's Day breakfast see above	Tony Mc Burney	5 Sept
Photo Opportunities (Year 6 Grad, School Concert) ongoing – school concert photo CD now on sale.	Clare/Tony	Term 3 and 4
School concert raffle now Father's Day raffle	Kirsty/ Annabelle/ Angela	5 Sept

### New ideas and open forum

**Next Meeting:** 17<sup>th</sup> September 2014

**Meeting Closed:** 9.10pm

BPS P & C July 2014 Treasurers Report

July 2014										
<b>INCOME</b>										
Date	Details	P & C Membership Fees	Donations Received	Sales - Clothing Pool	Fundraising - Stalls	Fundraising - Others	Interest received	Other	Total	
25/07/2014	Kinder towels/clothing pool			\$ 22.85				\$ 2,345.00	\$ 1,981.85	
<b>Total</b>		\$ -	\$ -	\$ 22.85	\$ -	\$ -	\$ -	\$ 2,345.00	\$ 1,981.85	
<b>EXPENSES</b>										
Date	Details	Cheque Number	Advertising	Audit Fees	Bank Charges	Contributions to School	Fundraising Expenses - Other	Insurance	Other	Total
16/07/2014	P&C Federation Insurance	200987						\$ 821.00	\$ -	\$ 821.00
16/07/2014	Veveka Pringle Florist	200868						\$ 75.00	\$ -	\$ 75.00
<b>Total</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ 821.00	\$ 75.00	\$ 896.00
<b>Balance brought forward</b>										\$2,899.08
<b>Income for the Month</b>										\$1,981.85
<b>Less Expenses for the Month:</b>										\$896.00
<b>Book Balance</b>										<b>\$3,984.93</b>
<b>Bank Statement Reconciliation</b>										
Balance as per Bank Statement:										\$4,725.92
31/07/2014										
Add un-presented Deposits										\$0.00
Less un-presented cheques										\$1,740.99
<b>Book Balance</b>										<b>\$3,984.93</b>

Book balance 31/07/2014 \$3384.93

Cheques to get approval for:

Westco – Soap.



A Rich  
Past  
A Rich  
Future

## BATHURST PUBLIC SCHOOL



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### P&C Meeting - Wednesday 20<sup>th</sup> August 2014

- 1) We have welcomed Mrs Sonia Tilburg to our school this week. Mrs Tilburg is replacing Mr Hundy for the rest of the term whilst he is on his practicum.
- 2) Our Girls Soccer Team have had a very busy term. Last week, they played in the Regional Final against Parkes PS in Orange. Unfortunately, we lost 2-0, but our girls played incredibly. Congratulations to All the girls, Mr Thackray, Mrs Francis and the parents.
- 3) Education week was celebrated with our School Concert at the BMEC. It was an Extraordinary event which showcased our school. A very special thank you to the teachers for their outstanding work preparing for the concert. Concert DVD's and photo CD's are on sale from the front office.
- 4) The District Athletics Carnival was held on Friday 1<sup>st</sup> August. Our school as very well represented. Congratulations to ALL children who competed. We have had 22 children qualify to attend the Regional Athletics Trials in Dubbo on Friday 29<sup>th</sup> August. The children are:  
Tegan Bush, Lilly Jabour, Sophie Hillsdon, Miranda Campbell, Rachel Horne, Jennah Rush, Caitlin Morris, Angus Café, Gabriel Langdon, Lachlan Pearce, Johnny Mokaraka, Ben Neary, Charlie Ayoub, Evan Café, Matthew Beattie, Ji Hartland, Brendan Spasic, Mitchell Lamb, Nash Hutchings, Charlie Dunn, Elissa Ridley and Caiden Grimmett.
- 5) Our Early Stage 1 and Stage 1 children attended the Mr McGee performance at the BMEC on Tuesday 5<sup>th</sup> August – a great cultural experience for our children.
- 6) We had our senior choir children attend the Choral Festival at the Opera House. What a fantastic event. A special thank you to Mrs Cafe, Alana Cafe and Mrs Murphy for the work with this group and the excursion.
- 7) We had the Bledisloe Cup visit our school on Thursday 7<sup>th</sup> August. Another great event which exposed our children to a significant event on the Australian calendar.
- 8) Our Commonwealth Games Day was held last Wednesday 13<sup>th</sup> August. This was an amazing day! Congratulations to all the children who participated. A special thanks to Mrs Murphy who coordinated the event.
- 9) This week is Book Week. The theme is 'Connect to Reading'. Our Parade will be held from 11.40-1.10 tomorrow under the COLA. The Book Fair will be open for children to purchase books from 9-11. It will reopen for parents from 1.10-2.30 for the purchasing of books.

- 10) Our Bathurst Eisteddfod commitments begin next week with notes going home today. We have 19 groups attending the 2014 Eisteddfod.

<i>Group</i>	<i>Item Number</i>	<i>Section</i>	<i>Venue</i>	<i>Day and Date of Performance</i>	<i>Section Begins at</i>
Bathurst Public School Kinder Choir	1	018 Kindergarten Choir	Theatre	Tuesday 26 <sup>th</sup> August	9.45am
Bathurst Public School Infants Choir	3	017 Year 1 and 2 only Primary School Infants Choir	Theatre	Tuesday 26 <sup>th</sup> August	10.30am
Bathurst Public School Percussion (Drumming)	1	148- K-6 Primary Percussion Ensemble	Theatre	Tuesday 26 <sup>th</sup> August	1.00pm
Bathurst Public School Senior Band	3	160 K-6 Primary Concert Band	Theatre	Wednesday 27 <sup>th</sup> August	9.30am
Bathurst Public School Junior Band	6	161 K-6 Primary Concert Band (Up to 15 players)	Theatre	Wednesday 27 <sup>th</sup> August	1.00pm
Bathurst Public School Primary Choir	10	014 K-6 Primary School Choir	Theatre	Thursday 28 <sup>th</sup> August	9.30am
Bathurst Public School Support Unit	3	153 – K-6 Special Needs Classes Performance Group	City Hall	Thursday 28 <sup>th</sup> August	9.30am
Bathurst Public School Recorder Group	2	145 K-6 Primary Instrumental Ensemble (5-12 players)	City Hall	Friday 29 <sup>th</sup> August	9.00am
Bathurst Public School Strings Group	1	154 K-6 Primary Orchestral String Ensemble (5 or more players)	City Hall	Friday 29 <sup>th</sup> August	9.00am
Jazz Soloists	1	32 – 9 and 10 Popular or Jazz Accompanied Solo	Theatre	Friday 29 <sup>th</sup> August	1.00pm
Jazz Soloists	7	32 – 9 and 10 Popular or Jazz Accompanied Solo	Theatre	Friday 29 <sup>th</sup> August	1.00pm
Jazz Soloists	8	32 – 9 and 10 Popular or Jazz Accompanied Solo	Theatre	Friday 29 <sup>th</sup> August	1.00pm
Jazz Soloists	9	32 – 9 and 10 Popular or Jazz Accompanied Solo	Theatre	Friday 29 <sup>th</sup> August	1.00pm
Kindergarten Verse Speaking	2	245 – Kindergarten and under Verse Speaking Choirs	Theatre	Tuesday 2 <sup>nd</sup> September	9.30am
Primary Verse Speaking	2	248 – Year 6 and under Verse Speaking Choirs	Theatre	Wednesday 3 <sup>rd</sup> September	10.45am
Bathurst Public School Infants Dance Group	1	556 Infants Year 2 and Under - Public or Private School Dance Groups	Theatre	Wednesday 10 <sup>th</sup> September	9.00am
Bathurst Public School Year 3 Dance Group	4	557 Primary Year 6 and Under - Public or Private School Dance Group	Theatre	Wednesday 10 <sup>th</sup> September	1.00pm
Bathurst Public School Year 4 and 5 Dance Group	11	557 Primary Year 6 and Under - Public or Private School Dance Group	Theatre	Wednesday 10 <sup>th</sup> September	1.00pm
Bathurst Public School Year 6 Dance Group	16	557 Primary Year 6 and Under - Public or Private School Dance Group	Theatre	Wednesday 10 <sup>th</sup> September	1.00pm

11) School Spectacular – our 12 School Spec children have now been selected. At the moment, a Pie Drive is operating with all proceeds being used to offset some of the costs involved with the School Spectacular experience.

12) Upcoming Term 3 Excursions:

- Year 1 and Year 2 Featherdale Excursion – will be held on Thursday 11<sup>th</sup> September - \$43
- Stage 2 Sydney Excursion – Monday 15<sup>th</sup> September and Tuesday 16<sup>th</sup> September

**Fundraising overview for the year**

Term 3	Term 4
Book Week/Book Fair	Jogathon
Father's Day	Year 6 Mini Fete

**Term 3 Calendar 2014**

- ✓ Monday 18<sup>th</sup> August till Friday 22<sup>nd</sup> August – Book Week
- Wednesday 20<sup>th</sup> August – IEXPLORE
- Wednesday 20<sup>th</sup> August - Primary Assembly 2.10pm in the McMullen Hall 3/4F presenting work or an item
- Wednesday 20<sup>th</sup> August – P&C Meeting 7pm – All welcome
- Thursday 21<sup>st</sup> August – Book Parade and Book Fair
- Friday 22<sup>nd</sup> August - K-2 Assembly 2.10pm in the McMullen Hall – 2P Presenting work or an item
- Friday 29<sup>th</sup> August – Regional Athletics Trials in Dubbo
- Wednesday 3<sup>rd</sup> September - Primary Assembly 2.10pm in the McMullen Hall 5/6A presenting work or an item
- Friday 5<sup>th</sup> September - K-2 Assembly 2.10pm in the McMullen Hall – 1/2M Presenting work or an item
- Monday 15<sup>th</sup> September – Stage 2 Sydney Excursion
- Tuesday 16<sup>th</sup> September – Stage 2 Sydney Excursion
- Wednesday 17<sup>th</sup> September - Primary Assembly 2.10pm in the McMullen Hall 3/4RN presenting work or an item
- Friday 19<sup>th</sup> September - K-2 Assembly 2.10pm in the McMullen Hall – 2D Presenting work or an item
- Friday 19<sup>th</sup> September – Last day of Term 3 2014