

BATHURST PUBLIC SCHOOL P&C MEETING MINUTES

24TH August 2016

Attendees:

Angela Morris, Annabelle Hillsdon, Jodie Goninan, Deb North, Brenda Cutler, Angie Lee, Liz Arrow, Sueann Brown, Tony McBurney.

Apologies:

Heather Price, Louisa Simeonidis, Tracey Platt, Sally Hamer, Tania Wade, Kate White.

Minutes:

Deb North

Meeting opened: 7.05pm

- *Motion: That the minutes of the meeting held on 27 July 2016 be adopted as a true and accurate record of events.*
- *Moved: Sueann Brown. Seconded: Annabelle Hillsdon. Motion carried all in favour.*

Principal's report

- N/A as Kate was not present.

President's report - Tony McBurney

- Interview panel: Tony discussed his involvement on the recent BPS interview panel and confirmed that Kylee Francis was the successful candidate for the new full time position. He highlighted how resoundingly reassuring it was to have such a high caliber pool of applicants.
- School concert: Tony made mention of the recent school concert performance, sighting the inspiring professional performance being testament to the effort and passion of all involved, which was unanimously agreed by all present.

Treasurer's report - Angela Morris

- Financials: Accepted as reported at meeting. Noted that recent library furniture invoice and insurance premium had just been paid leaving approximately \$20,000 balance.
- Bucks for Books: Noted that \$664 had been raised at recent school concert and discussed donating proceeds back to the school.
 - *Motion: That the \$664 proceeds from Bucks for Books be rounded up to \$1,000 and donated back to the school.*
 - *Moved: Sueann Brown. Seconded: Annabelle Hillsdon. Motion carried, all in favour.*

- Kindergarten Tea Towels: Noted that the invoice / costs of \$680 had not been paid as yet.
 - *Motion: That the \$680 Kindergarten Tea Towel invoice be paid asap.*
 - *Moved: Angela Morris. Seconded: Annabelle Hillsdon. Motion carried, all in favour.*

- General account transfer: Noted that in light of expenses as discussed an internal bank transfer of \$2,000 would be advisable.
 - *Motion: That a \$2,000 internal bank transfer to the general account to cover current expenses take place.*
 - *Moved: Angela Morris. Seconded: Annabelle Hillsdon. Motion carried, all in favour.*

Canteen Committee report – Deb North

- Canteen Policy: New policy as put forward at previous P&C Meeting tabled for adoption. Deb reiterated that the policy was based on the existing Canteen Subcommittee rules as adopted at the 2015 P&C AGM, with some additional structure and formalities around processes. Highlighted that since the recent P&C meeting in July, Michaela had stepped down from the current canteen subcommittee and that this should be noted in the document.
 - *Motion: That the new Canteen Policy be adopted as above.*
 - *Moved: Deb North. Seconded: Annabelle Hillsdon. Motion carried, all in favour.*

- Canteen General: Special mention made of Liz’s efforts in managing the canteen while Heather was on personal leave. Deb updated on new volunteer status with a potential Work for the Dole candidate to be interviewed in the coming weeks, pending Kate’s availability. Noted recent impromptu Health Inspector visit had taken place in the canteen, of which the successful outcome was a credit to Heather, Liz and the volunteers.

- Canteen Financials: Sueann discussed current financials sighting that the current Canteen bank balance was \$7905. Discussed Flexischools online ordering success, with a gradual increase in sales and adoption over recent months. Also discussed the Thursday opening trial success with a brief review of % increases in Thursday sales over recent months. Suggested we put the this forward for discussion at the next P&C meeting.
 - *Motion: That the Canteen being open on a Thursday ongoing, be discussed at the next P&C meeting.*
 - *Moved: Tony McBurney. Seconded: Deb North. Motion carried, all in favour.*

BUSINESS ARISING:

- **Father’s Day Gift:**
 - Deb discussed possible Father’s Day gift ideas reiterating that time was against us with the current schedule of school events and fundraisers. Tony highlighted that another fundraiser was not crucial given our current bank balance and incoming profits from recent events.
 - Agreed that we focus on the Father’s Day BBQ as per previous years, with some added activities if possible ie Tug-o-war and Arm Wrestle challenge with your Dad (using the school’s tug-o-war

and some extra table and chairs for an arm wrestle challenge. Deb to coordinate with Kate / school prior to Friday.

- *Motion: That we focus on the Father's Day BBQ only this year and look to coordinate a Father's Day gift event next year with more planning and preparation time.*
- *Moved: Deb North. Seconded: Tony McBurney. Motion carried, all in favour.*

- **Father's Day BBQ:**

- Deb advised that we would be proceeding with the traditional Father's Day BBQ as per previous years, however with a slight revision to the Mother's Day menu in removing the muesli and yoghurt option.
- Raised possible wet weather considerations and agreed in front of McMullen Hall best wet weather alternative, however Deb would liaise with Kate re: a decision on location on the Thursday prior and communicate with volunteers.
- Discussed the need for volunteers with Annabelle's husband and the usual crew on hand to help out on the day. Deb's husband Chris also available to volunteer on the day.
- Deb forwarding a flyer and order form to the school overnight to be published in the school newsletter, as well as forwarding prices and items to Sueann for providing to Flexischools for online ordering.
- Discussed insurance considerations with Annabelle submitting our event insurance form to Bathurst Regional Council during the meeting.
- Deb and Annabelle to continue to liaise over food and refreshment organisation and provision in the coming days and agreed in light of previous year's events and Mother's Day event, a budget of \$800 for Deb to purchase food and provisions should be made available.
 - *Motion: That a budget of \$800 be made available for Deb to purchase Father's Day BBQ food & provisions.*
 - *Moved: Deb North. Seconded: Angela Morris. Motion carried, all in favour.*

- **Library Renovation:**

- Library furniture: discussed the shelving in the library with some additional new shelving required similar to what has recently been installed. Agreed that the P&C would spend an additional \$2,000 to procure suitable shelving in line with the current equipment / furniture supplied.
 - *Motion: That the P&C would spend an additional \$2,000 to procure suitable shelving in the school library, in line with the current equipment / designs.*
 - *Moved: Liz Arrow. Seconded: Deb North. Motion carried, all in favour.*
- Library stairwell: discussed the 2nd part of the proposed library renovation being the painting / brightening up of the stairwell. Sueann to contact Arts Outwest re: possible support. Discussed various application options including painting on board and mounting board in the stairwell, with Tony reminding of relevant legislative considerations when affixing on walls, near hand rails, etc. Agreed to revisit and discuss the stairwell painting in the warmer months.

GENERAL BUSINESS:

- **Cricket Nets:**
 - Annabelle raised on behalf of Kate, the potential proposition that the P&C share the cost of Astro-turf for the school cricket nets. Quotes currently still pending and will be discussed in more detail at next P&C meeting.

- **Event marquee / tent:**
 - Annabelle mentioned that the current small event marquee was broken that had typically been used at sporting events onsite and offsite. Offered to investigate quotes for a new 3mx3m pop up BPS branded tent that could be utilised at key sporting and school events to bring to the next P&C meeting.

- **Family Photo Day:**
 - Sueann investing and researching prior to next P&C meeting.

- **McMullen Hall Access:**
 - Sueann raised concerns over the access to McMullen hall for students and visitors following her experience at the recent Book Parade, raising the potential need for stairs down the hill to the back / side of the hall. Jodie highlighted significant cost of infrastructure such as stairs and reminded that there was hard surface access to the hall via the Kindergarten quadrangle. Sueann reiterated concern for aged / disabled visitor access (grandparents and carers), in addition to McMullen Hall side gate being locked at assembly times. Jodie highlighted that the locked gates and front office signing policy was for the safety and well being of the students, as well as reminding that any concerns and/or issues should be formally submitted in the OH&S register in the office – of which would only help the cause of proposing any new stairs / infrastructure. Agreed to add McMullen Hall access to the agenda for the next P&C meeting for more discussion with Kate and the group.

- **Support Unit Update – Angie Lee:**
 - Angie introduced herself to the group and her role within the BPS Support Unit, advising she was initially seeking the general support of the P&C on the proposed renaming of the current BPS 'Emotional Disorder' (ED) class to 'Multi Class'. Angie explained the function of the Support Unit which currently houses 5 classes, highlighting that BPS was the only school in Bathurst with an ED class. Outlined that these children had particular mental health issues rather than (emotional) learning development issues and this proposed change aimed at reducing the current stigma around the ED label / class name, helping to encourage ongoing enrolment and effectively integrate these students into the school community. Reiterated that during this initial transition stage, the move was purely a paperwork change with no revision to the current teaching framework within these classes.
 - *Motion: That the P&C confirms their support in principle of the proposed renaming of the current BPS 'Emotional Disorder' (ED) class to 'Multi Class'.*
 - *Moved: Tony McBurney. Seconded: Deb North. Motion carried, all in favour.*

Book Club / Clothing Pool – no updates from Liz.

Meeting closed: 8.33pm