Roselea Public School P&C Minutes

<table>
<thead>
<tr>
<th>Time:</th>
<th>7.30pm</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>Monday 25th August, 2014</td>
</tr>
<tr>
<td>Location:</td>
<td>Roselea Public School Library</td>
</tr>
<tr>
<td>Committee:</td>
<td>President- Helen N, Vice President- Amanda P, Secretary-Kim F, Treasurer- Iain W, General Committee- Robyn B, Eliza R, Louise J, Karen G.</td>
</tr>
<tr>
<td>Apologies</td>
<td>Eliza R, Theona D, Maxine W.</td>
</tr>
</tbody>
</table>

1. **Opening**
   Meeting opened at 7.30pm

2. **Minutes**
   Helen forwarded minutes to be accepted, seconded by Amanda

3. **Business Arising**
   - Turf at front school – Council said they will be resurfacing in the Christmas holidays.
   - Flood lights - Robyn and Karen saw an electrician today, same person who did the canteen lights. Quote -$1200, to be put on B block. Kerry will need copy of the quote, need separate SWIMS and license and public liability. Kerry will need to check all this before going ahead. There are lights in the car park, may need new globes. Kerry to contact maintenance man and get him to check the globes. Provisional approval, Helen moved, Susie seconded, all in favour.
   - School Motto - part of Kerry's report.
   - Fundraising money allocation - part of Kerry’s report.

4. **Correspondence**
   - North west Sydney rail link letter
   - Merit selection panel letter

5. **Principals Report** – Kerry G (see attached)
   - Substantial amount of money still owing for excursions, swim scheme, gymnastics program etc, and subsequently we are quite a bit of debt. If people can’t pay please tell them to see Kerry so she can help. There is an option to spread payments out. Big hole in budget, which means can’t buy other things.
   - Maximizing attendance – best predictor for academic performance is turning up.
   - Parent teaching meetings-try not to do it before the start of the day. Make an appointment.
   - “Life Long Learning” has been voted the new motto. New motto and logo process completed, need to get everything changed over. This will take time. Working with digital artist.
• Yr 6 farewell-Friday 12th December. Lyn Welsh started, now Andrew L taking over whilst Lyn is on leave.
• Debating team won which is fantastic. Thanks to Libby T for doing such a great job.
• Safety- car issue still a problem. See Kerry if you see anyone using the driveway who shouldn’t be so Kerry can get in touch with them.
• There are a number of students with Anaphylaxis at the school, so please don’t bring lollies in for birthdays etc.
• Staff news- Lyn Welsh on leave for Term 4, Andrew relieving AP. Marion S-R retiring at the end of the year. She will be missed. Vacancy for AP position based on merit selection. Selection panel has been formed and the selection process has commenced. New person to start hopefully beginning of school year in 2015.
• Therapy dog, “Archie” visited staff last week- going through integration program. Can visit Archie via facebook-“Taloodles Therapy and Assistance Labradoodles”. Archie will gradually be familiarized with the school and be progressively introduced to the classroom.
• Staff wish list for P&C Fundraising consideration in 2015 are;
  -Electronic school sign
  -BYOD supplementary devices
  -New/renovated sounds system for hall
  -Automated bell/alarm system
  -Portable sound system
  -Shade on asphalt area
  -Shade cover for play equipment
  -Covered walkway to library
  -Refit multipurpose room for Science and Technology design space
  - Renovated sick bay
  -Garden Fund
P&C to vote next meeting.
• Maintenance update-
  Trees- Work is completed, some didn’t get done from the original plan as they were not deemed that dangerous to students.
  Pathways –uneven parts will be rectified in some way. Some corners will be replaced.

6. **New Agenda Items**

• **Voting for P&C federation.** - 4 candidates – Voted for -#1 Veryan McAllister and #2 Lisa Wilmshurst, Helen to send off.

• **Face book Page-** Amanda has researched the idea. All range of options available and found that groups for schools can have shared files, used to create events. They are a number of privacy options from public to very secret. Need to be added or invited by admin. Admin person can review the post before it appears or remove them. All controlled by the Admin delegate. Good for PR and for the 50th Anniversary next year. Social Media policy says President should be admin, but Helen is not willing to do it, Amanda is willing to be the Admin person and set it up. Few issues such as posting photos were discussed.
Consensus was to start with the 50th Anniversary- need to get a social media policy which needs to be signed. Looking at setting it up for the end of this year.

Amanda forwarded it Kim F seconded it to get it started. Amanda will need to get other people to sort out and then signed off.

- **State Athletics Support**- Rules states only give money for outside the metropolitan area.
- **AGM next month** –Helen and Kerry won’t be available. Talk of changing the date, deciding to leave it. Amanda will run the meeting and Lyn the AGM.
  
  Position up for next year available—President, Treasurer, & other sub committee roles –Kim to send out nomination forms to local community.
- **Crunch and Sip policy**- Andrew L -need an official policy so that we can get some money. Won’t be any changes to what happens now. Ask local community groups to donate fruit and vegetables. Andrew has contacted Aussie families and they said if they have 3 families they will donate. May be able to advertise their company. Have a fruit bowl in each classroom. All thought it was a good idea.
  
  The school community can take the vegetables from the garden. Suggested to start now by sending fruit to the school. Class parents to talk to teachers about what they might think will work.
- **Bring your own device**- Andrew L -Considering developing “bring your own device” policy at beginning of next year for Stage 3 only. Student needs access to the appropriate technology. Carlingford West have done it and they are very happy with it. Quite a few problems with only 32 iPads in the school with saving documents and other issues. Lots of questions still to be answered re logistics, privacy, safety etc. Will need to be uniform in model. Andrew to send out a survey to stage 3 parents to get feedback.
  
  Different ideas for purchasing eg rent them or can borrow one for $500 a year.
  
  Teachers will need to be confident with the device which will determine the success.
  
  Discussed shutting down apps that are not appropriate. Students will sign an agreement and taking through appropriate behavior. Needs to stay out of the playgroup.

7. **Sub- Committee Reports.**

   **Auxiliary**

- Disco –This Friday night, Theme 70’s
- Friday 21st Nov First Movie night-free event. Movie will be Lego or Peabody & Sherman. Anyone interested in helping Theona, let her know. Need to let know Theona know that food will need be purchased.
- Theona stepping down from Auxiliary next year, anyone interested taking this on, let her know.
- **Band** -NIL
- **Uniform Shop** - Waiting for kindy kids to come and buy. Extended hours for Wednesday morning on the 17,19 and 20th Nov. Looking for new coordinator for 2015
- **Canteen** - Financials-needed another cash top up from P&C before the end of T3.
  
  Sales to date down $3K. Most other things are up from 2014. When all gets paid we are still in debt about $6K., but have $700 in the bank at the moment. Estimated contribution of $3K for next year. Biggest impact was losing the big Yr6group last year and Kindy’s don’t buy.
  
  Trying to bump up health-health costs more than junk, margins are a lot smaller due to buying
healthy options. Contribution to date is $5K. Sales will go up may just take awhile. There are limitations to bank accounts which are being addressed. Tania believes that the P&C needs to be more involved. Rosie mentioned paying a bookkeeper for 2015 and beyond. Prices have gone up. Susie doing a great job. Looking into online ordering for next year. Susie will look into talking to other canteen managers to get more ideas on how to increase sales etc.

- Susie gave out her Snack Shack profile
- Need to decided if we get a paid bookkeeper or not ASAP as Tania is stepping down. Rosie knows someone who can do the bookkeeper job. 1-2hrs every fortnight. This will have to go through a tender process. Some other P&C do have a paid treasurer who does the P&C books as well as the canteen with the Treasurer of the P&C just having to oversee. To discuss further at the next meeting.
- **Grounds**- New Roses outside the office looks great. Mini working bees have gone well. Susie will tidy up the garden outside the canteen.
- **Book Club** - NIL
- **Treasury** – Expenses - BBQ bought and delivered. Nothing else coming up. Upcoming expenses - Tania looked into the Whirlybird option which is about $1000-$2000 each. Will need 2-3. Canteen hasn’t finished with all their health requirements. $25K in bank if no more expenses needed. P&C Incorporated submission complete but waiting on Ministerial approval. P&C accounts will need to be audited at end of the year. Proposal to create a canteen bank account. Iain forwarded and Tania seconded.
- **50th Anniversary** – NIL
- **8 General Business** -NIL
- **Leanne**- Susie using her own food processor and is sterilizing by hand, Leanne wants to get a food processor and dishwasher for canteen. Kim to give Leanne the P&C letterhead so she can advertise and maybe get donations. Ask parent community to see if anyone has a spare one to donate.
- **Louise**- Proposed to get a new tent with a school name for the pop up tents. Maybe a bus for Zone but this only works if the numbers are large. Karen suggested a banner instead. Helen moved to get a few quotes for name on tent and/or tear drop flag.

9 Closed: 9.30pm

Next meeting – AGM November 24th followed by our normal meeting.