

MINUTES
P & C Meeting
4th August 2015
7pm School Library

Previous Minutes Accepted as True and Correct:- Moved:Sonja Cotter Accepted: Lisa Griffiths

Present:-Helen Carpenter, Carly Brown, Tristen Matthews, Jennifer Bell, Margaret Carey, Lisa Griffiths, Verconica Hazell, Ken Scafer, Sonja Cotter, Kath Holz, Beth Knight

Apologies:-Kelly Nealon

Amendments to Previous Minutes:-Nil Moved: Kath Holz Accepted: Tristen Matthews

4. Matters Arising:- 4.1 Teachers Gifts – Helen to visit and speak to Mr Trophy and Mr Embroidery at Cowra and contact members via email of what she finds out. Helen is to also contact EDOEQU and see if they can do a small quantity – Helen is to contact members via email with results and put a suggestion forward to place an order with trends and \$ in consideration.

4.2 ASG Nomination – submitted 14/7/15

4.3 Gary – East Residence – Kitchen – Margaret said that we are not in a rush and are looking around at kitchens – will approach tenant when they have found a kitchen as he is happy with current arrangement.

5. Correspondence In: Weddin Council – Street Stall Date – carrying over to Fundraising Report

Several P & C Media Releases Inquiry into school closures

Notice P & C AGM

P & C Forum Invitation

Email Natalie Walker – Western delegate thank you for invitation, but unable to attend that date, requested other dates of our meetings

Fundraising Directory

ACNC Newsletter

P & C Journals

Letter from THLHS re CEF – carrying over General Business

Emails from Jen Bell – Carrying over Year 12 Farwell report

Email from Carly Brown – Certificates of Fixed Term re-investments from the Westpac Bank

6. Correspondence Out: Minutes and Reports

Emails to school for Newsletter Thank you for catering

Forum invitation and Information

Forum Registration – Carly Brown completed

Letter to the Editor of the Grenfell Times – Thankyou to our Festival Queen – Completed by Carly Brown

Thankyou card and \$50 Gift voucher from Jan Parrletts for the Auditor

Thankyou card and Gift for our Festival Queen Ashlee Hewen – Kath Holz

Get Well Card to Lisa Griffith

Get Well Card to Virginia Osborne

Letter to Weddin Council – re street stall - Kelly Nealon

ASG Submission – Tracey Cartwright nomination – Helen Carpenter

LATE CORRESPONDENCE: Parent Awards from the P & C Federation – Helen stated that she forwarded to Carly and Margaret and spoke to Carly and decided that with the closing date two days away it was too hard to put a submission together this year.

7. Fundraising Report: See Attached

7.1 Catering Concert – Helen raised the issue re- her concern with payment – Margaret to follow up by talking to Jen Kelly.

7.2 Queen Thankyou – Kath Holz organised a Card and Chocolates and Carly organized a copy of the photo from the Festival of Ashlee.

7.3 Street Stall 5th November Letter wrote to council and date granted

7.4 Annual Target – Leaving for later consideration given that school would like a contribution towards the western covered area of approx. \$45-50K

7.5 2015/16 Festival Queen Entrant –
Jordan Crutcher & Amanda Livingstone

Adsis Fund Run Gifts to be given out 5/8/2015

Raised \$1791

Year 7 \$720

Finlay Johnson \$200.10

Certificates will be presented to Year 7 and Finlay at next assembly

Fathers Day Raffle

\$50 Gift Card and Other Prizes to be decided

Need ticket sellers for the 26th & 28th August and the 2nd & 4th of September at the IGA

8. Year 12 Farwell – Nic Mitton is looking after Student Help
Jen Bell – Year 8 Parents and Parent Help
Expressed a need for firm numbers
RSVP by the 4th September

P & C to purchase 2 cakes as their acknowledgment of the support from the Year 12 Students and Parents – Jen Bell to organize cakes from Sharon Bratke

Moved: Jen Bell Seconded Sonja Cotter All in Favour

9. Uniform Report – No Report – No sample yet. Margaret stated that she would like to see finalised by end of term.

10. Canteen Report and Canteen Treasurers Report – See Attached

Gift Cards

New Cash Draws need and Sonja to purchase

WWC (Working With Children) Sonja is still working on

New Roster – Lost some parents but gained some new parents

Students are a great help

Red Food Day

Tristen did a comparison from last year to this year and there is a Nett increase of \$4353

Tristen also stated that the Canteen Committee have \$5000 they wish to transfer to the P & C general account and that they will pass at motion at the next Canteen Committee meeting to do this.

Accounts where sent out to staff in the last 2 weeks of term and all have been settled.

Canteen Price list to be put into newsletter as a reminder.

LSL Account – Figure not correct the figure is a little more

11. Treasurers Report: See Attached

11.1 Queen Final Figure

11.2 Set – Up Online Banking

11.3 Confirm Fixed Terms -

11.4 Change of Bank from Westpac to Bendigo

Points – 11.1 and 11.3 are included in the attached report.

Points – 11.2 and 11.4 are If will stay with Westpac we will only be able to bank to a maximum of 3 cheques at a time and No floats / Petty Cash will be available.

Lisa is to look into the Bendigo Bank as it will be open 5 ½ days a week 8.30 to 5.30pm

Motion:- Lisa Griffiths is to look into changing from the Westpac Bank to the Bendigo Bank and report back to the next meeting. Moved:- Lisa Griffiths Seconded Kath Holz ALL in Favour

AUS Key:- Helen and Lisa to talk to ATO as Helen wrote letter ATO and supplied required information the make Lisa Public Officer and Change the Executive but as yet has not received anything. Lisa and Helen to follow up.

12. Principals Report:- See attached

12.1 CEF – Country Education Foundation Can't start this year, funding will be available to start next year.

Staffing Stewart Vidler is leaving and starts new position in Orange on the 10th August.

DP Vacant – in the interim to the End of the Year Brad Robinson will fill position, and Brad has put together a new timetable to start on the 10/8

Mr Brett Harris will fill the position of Head HT

The 2 SOS positions that were vacant have been filled with Marian Walker becoming full time and Liz Robinson Full Time as of the start of next term.

Thursdays sees Andrew Hetherington in the school and looking at technology for Year 9 next year and into the future.

Year 9 & 10 are the Western Region Debaters for 2015

SRC nominations close next week and School Captains close this week.

Inductions will happen on the 26th August with Mr Keith Ianson the School Captain of 1941 present.

Tell the From Me surveys are happening again and Parents also have a chance to participate. The school can use this survey to build from.

Breakfast Club has started at the school and has 10 children attending at the moment. Looking at having a Bacon & Egg morning once a fortnight that would cost \$2.

On October 21st the school will be holding a Concert and Morning Tea for Grandparents to acknowledge their support.

All Reports and Cheques Ratified Moved: Beth Knight

Accepted:- Verconica Hazell

13. General Business 13.1 Elect CEF Representative – Carly Brown to Represent P & C at meeting on the 17th August and report back to P & C. Will elect a formal representative at AGM for next year.

13.2 Covered Area Cost \$180K need \$90K –
How much does P & C have.
How much are we willing to give.
Will P & C Fundraise towards

Would be looking at requiring the money in April 2016. Executive Carly Brown/ Helen Carpenter and Lisa Griffiths to have further discussions with an estimate for the covered area of money we have available at hand and a figure needed to fundraise for if necessary.

Moved: Lisa Griffiths Accepted: Tristen Matthews ALL in Favour

13.3 Science and Engineering Challenge – Still funding in an Account at the moment.
Will ask when they require support from the P & C

13.4 Ask Margaret for 2015 – Teacher Wish List – Margaret happy to ask Teachers for their 2015 wish list and bring to next meeting.

13.5 Person to look into Grants – Helen has asked Auburn Carr at Council to send her notifications of Grants when council release once a month.
Auburn also suggested that the P & C look at paying for someone to make applications for us for the bigger grants and suggested that we ask and consider employing someone like Sarah Cilfton as she is passionate and has children.
Auburn will need to be notified each year after AGM of the contact person.
Carly Brown is happy to take over looking at Grants. Helen will also advertise in newsletter to see if someone not at meeting maybe interested in assisting.

13.6 Sonja Cotter – to address re Tarlia's Insurance claim outcome.
Claimed \$821 and got all the money back.
Insurance doesn't cover things covered by Medicare.

\$100 a day for every day off – with a supporting letter from Margaret.

Doesn't cover travel.

The \$5 a student Insurance Cover the P & C takes out each year is well worth it.

Sonja to write a small article for newsletter.

14. Short address if time from those who attended the forum in Forbes.

Helen Carpenter addressed the group on the forum and discussions that were had and some recommendations. Helen to write a small piece on the forum for the newsletter.

15. Close:-9pm

16. Next Meeting: 1 September