BEROWRA PUBLIC SCHOOL P&C MEETING

DATE: Monday 18 February 2013    TIME: 7:30pm

ATTENDED BY

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Jose Auditore - President</td>
<td>Di Bower - Principal</td>
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<tr>
<td>Suse Compton – Vice President</td>
<td>Ian Meadows – Vice President</td>
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<tr>
<td>Chris Chu - Treasurer</td>
<td>Graeme Gates – Maintenance Officer</td>
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<tr>
<td>Vivienne Simpson – Publicity Officer</td>
<td>Katrina Gates - Secretary</td>
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<tr>
<td>Teresa Mckenzie</td>
<td>Cathy Cooke</td>
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<tr>
<td>Carolyn Harriss</td>
<td>Cynthia Crawford</td>
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<td>Jodi Ludlow</td>
<td>Kylie Dunn</td>
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<tr>
<td>Glenn Pritchard</td>
<td>Evan Hooworth</td>
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<tr>
<td>Kaye Power</td>
<td>Cathy Daniel</td>
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<tr>
<td>Emma Bedwin</td>
<td>Renee Stoner</td>
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<td>Jamon David</td>
<td>Jacqui Clayton</td>
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<td>Natasha Steele</td>
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APOLOGIES: Tammy Allen, Rebecca Walton, Simon Stebbins, Jeff Jones, Leanne Plumridge.

MEETING OPENED: The meeting was declared open at 7.40pm.

MINUTES OF PREVIOUS MEETING: Accepted by Jose Auditore. Seconded by Kaye Power.

MATTERS ARISING FROM PREVIOUS MINUTES

- BBQ at Creative Berowra Markets – request for P&C to run BBQ was declined.

PRINCIPAL’S REPORT

- School crest is to be removed from the class Facebook pages - anyone who knows the coordinators can you please let them know. Crest can remain on the P&C page as this has been approved.
- See attached report.

- School is to responsible for maintenance costs such as replacing/repairing concertina doors (see Principals report for more information) from their budget but it would mean funds are then unavailable for other areas such as teacher resourcing across the wider school community. Discussed options for funding new doors while retaining the existing resource budget. Di will seek further quotes and ask via Crest if there are any parents who can assist with work (eg appropriately licensed and insured tradesman etc). P&C will continue discussion of possibly using fundraising money to reduce impact on the resourcing budget at next meeting once Di has confirmed costs of door repair/replacement.
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PRESIDENT’S REPORT

- Thanks to all who helped at the Bunnings BBQ held 30/12.
- Received some good feedback about the Kick Off/Welcome Back evening eg do it again, good to have music, consider Sat instead of Fri. Thank you to Di for coming along.
- Thank you certificates for the Fair are being handed out and some businesses are displaying them.

TREASURERS REPORT

- Approx $2,300 in Building Fund (CBA) but this can only be used for maintenance of the Hall.
- $25,000 on Term Deposit matures in 2 weeks – this consists of approx $20,000 from the Fair plus $5,000 funds from 2012.
- Approx $2,500 in general account (Bendigo) – includes $684 profit from Bunnings BBQ 30/12, $60 from Kick Off/Welcome Back drinks & iceblocks and approx $140 raffle ticket sales for Trivia night.
- Canteen is breaking even. Uniform shop has approx $10,000 but constantly restocking and need to keep funds to cover winter orders. School Support have approx $11,000 but need to confirm if expenses relating to end of 2012 (presentation day etc) have been processed.
- Only known major expense for P&C this year is insurance due in August and expecting increased cost from the 2012 amount (which was approx $4,000).

REFERENCE GROUP

- Exit Goals included in the Crest – no feedback at all from parents. Teachers suggested the use of ‘exit’ be reviewed and also inclusion of goal for independence. Meeting to be scheduled to work on making the changes and how to incorporate into the curriculum. Kaye will call for new participants via the Crest.

SCHOOL SUPPORT GROUP

- Next meeting 26/2 9:30am, Teachers staff room. School Support always meets during the day, morning tea is provided and toddlers welcome. They organise events such as Discos, Mothers/Fathers Day stalls, trophies for presentation day, tea & tissues, cakes/tea/coffee (eg for open day) and donate funds to teachers for classroom costs.
- Creative Berowra have confirmed the school can run a book stall every month (double stall at no cost). Jodi cannot run it but will coordinate a roster to continue this stall. Makes a few hundred dollars each month. Please contact Jodi if you can help.

CANTEEN

- First meeting 25/2, 2pm in Di’s office.
- Looking to simplify the menu and open to suggestions for new items.
- Urgently need more volunteers. Please contact Jodi or Theresa.
- Will have 3 special days this term – chips/lollies at swimming carnival, sushi day and soup day.
UNIFORM SHOP

- First meeting held last week.
- Motion raised by Renee Stoner to have sale on items which don’t sell very well (eg pixie hats and girls plaid pants). Anything left over after sale to be donated to orphanage overseas. Seconded by Jose Auditore. Motion passed. The items will not be reordered but children can continue to wear what they already have. To be communicated by Uniform Shop via Crest.
- Motion raised by Chris Chu to cancel refund cheques which have been issued over 12 months ago and not banked. Seconded by Graeme Gates. Motion passed.
- New soccer and rep shirts ordered for PSSA which will mean teams can all be in uniform winter & summer.

MAINTENANCE REPORT

- Graeme Gates resigned from the position effective immediately but will complete work on shelving and compost as already promised and continue to coordinate/look after current and new vegetable gardens. More help is needed with both gardens – please contact Graeme if you can help.
- Katrina to place advertisement in next Crest for new maintenance officer.

MUSIC REPORT

- No report provided.

FUNDRAISING/SOCIAL EVENTS

- P&C will continue discussion of possibly using fundraising money to reduce impact on the resourcing budget at next meeting once Di has confirmed costs of door repair/replacement.
- 2012 Fair
  - The day went very well and raised approx. $20,000. Thanks to everyone who helped. P&C thanked Graeme Gates for organizing it.
  - Files given to Katrina Gates to hold for the person who coordinates 2014.
  - All agreed that we need to set 2014 soon so we can have it in Sept/Oct 2014. Also need volunteer to coordinate the event. Deferred to next meeting.
- Bunnings BBQ
  - Went well considering it was between Christmas and New Year. $684 profit.
- Kick Off/Welcome Back
  - Well received and will do again in 2014. Will discuss similar social afternoons/evenings again at next few meetings – maybe do at end each term or at end of year.
- P&C Fundraising/Social plans for 2013 are as follows. If you can help with any of these events please contact Katrina – most need or would work best with multiple people. Even if you can’t be at school during the day you can still do things to help and if you haven’t done any before, don’t worry there are some amazing people who can assist you! If there is anything you would like to suggest please let Katrina know.
  - Term 1 (remainder) - Mufti Day for vegie garden supplies 26/2 (Katrina), Trivia Night 16/3 (Jose, Suse, Jodi, Carolyn, Bec, Cathy, Chris, Theresa, Vivienne, Katrina).
o Term 2 – *Bulbs (Renee Stoner)*, Mothers Day Morning Tea 10/5, Mufti Day for Bunnings supplies (Renee), *Bunnings BBQ 25/5 (Chris Chu)*, *Canvas Paintings* Di to confirm if this is possible, Entertainment Book Carolyn to see if Trina Benson can do this again.

o Term 3 – *Christmas Puddings (Renee)*, Mufti Day (tie in with plant a tree day?) (Renee), *Walk-a-thon*, Afternoon family trivia, Clothes swap/social night for mums, Social night for dads, Fathers Day Breakfast 30/8.

o Term 4 – *Open air cinema (Tammy)*, Mangoes (Renee)

- Emma is happy to help with writing applications for grants that would suit the school. If you hear of any please let Emma know. *Katrina to put article in Crest about grants.*

**GENERAL**

- Bushfire Management Plan – we are in highest category and depending on situation the school may not open for the day or may need to close during the day. In these instances the school will need to contact parents. Di is working through some IT solutions and once resolved, will request updated contact details. General communication about the plan will issue in the meantime so families can include this in their own emergency planning.

- Ethics Classes – Offered this year for Years 5 & 6. Could be taught to Years 3 & 4 but there is no volunteer to teach. Mrs Norris is the coordinator if anyone interested in doing the training.

- Balaclava Road – some signs have been installed but no information provided to the school.

- Girls school uniform – scungies are optional. As plaid pants are being removed from sale there will be no pant option for girls in summer or winter. Discussed option of allowing girls to wear grey shorts/pants. Concerns about impact on stock levels if any change made at moment. Motion raised by Kaye Power to form a committee in conjunction with the uniform committee to review the need for a uniform review. Seconded by Katrina Gates. Motion defeated. Instead agreed Kaye and uniform committee will look into options and report back to next P&C.

- New vegetable garden – Stage 2 are looking after the existing garden and Graeme to work on establishing new garden which will have beds for each class/year.

**CORRESPONDENCE IN/OUT:** Nil

**MEETING CLOSED**

The meeting was closed at 9:55PM.

**NEW MEMBERSHIP**

Membership fees paid by Theresa Mckenzie and Natasha Steele.

**NEXT MEETING**

Monday 18th March 2013 7:30pm