

## MINUTES

### INGLEWOOD PRIMARY SCHOOL

#### P&C MEETING

11 OCTOBER 2016

#### **ATTENDEES**

Vanessa Blythe  
Ben Bartlett  
Wayne Houlton  
Katherine Licciardello  
Narelle Marriott  
Carmen Smith  
Sam Thompson  
Jodie Clarkson  
Karen Boyle  
Emma Owen  
Helen Betteridge  
Sharon Marshall  
Amy Detata  
Elyssa Wherrett  
Amanda Hawkins  
Bronwynne Jones

#### **1. Welcome**

#### **2. Apologies**

Tamara  
Jasmyn  
Brooke  
Vanessa

#### **3. Minutes of the Previous Meeting**

13 September meeting approved by Helen. Seconded by Wayne.

#### **4. Matters Arising**

#### **5. President's Report**

Morning tea with Lisa Baker on Friday. We have RSVP'd for two people. Jodie and Bronwynne offered to go with admin staff. Discussion around discussion points with Lisa Baker. MLSHS boundary discussed.

Ben discussed PD training with WASSCO. Some courses available for 2017. Will look at information early in 2017. Ben will send out any online material for interested committee members.

Tim Hammond requested to come to a meeting. Will have to be next year. Ben will feed back to Tim Hammond.

A Tupperware representative has approached the P&C about doing a Tupperware lunchbox fundraiser. Essentially an order form would go out to parents. Tracey is a Grandparent from the school. Helen following up with Tracey.

Discussion around having occasional meetings at the kindy/PP site. It was raised that even when they had a PP/K subcommittee the meetings were at the Primary school site. A P&C rep needs to attend kindy and PP incoming parents information session. November 24 in the morning this year at Kindy. Will confirm who will attend from the P&C at the Nov 8<sup>th</sup> Meeting.

Ben raised a fundraising idea of making Olive Oil and selling. Another local primary school raised a substantial amount of money. It is very time intensive though. To be discussed further at future meetings.

Some discussion around parent awareness of how money that has been raised is spent. Some committee members requested that next year there be more parent involvement in decisions made around spending. Still look at school priorities but also include parents as they have raised the funds. Need to put in the newsletter two examples of this year – photos of Lego Mindstorm and art activity with Mr Gordon.

## **6. Vice President's Report**

Nothing to report

## **7. Secretary's Report**

Nothing to report

## **8. Treasurer's Report**

### **Canteen**

September sales 2016 consistent with previous year at \$6, 972.

Current account balance as at 11th October is \$12,065.68 with no outstanding invoices. Super has been paid for the last quarter but PAYG activity statement and payment yet to be submitted.

## **General**

September Opening Balance was \$24 603.07

Income was \$4 713.68

Expenses was \$1 122.73

Monthly Closing Balance of \$28 194.02

Kath is currently trying to clear up a misunderstanding relating to financials requested from the ATO. Messages have been left with the contact in the letter.

## **Uniforms**

Account balance 10 Oct is \$13 497

Stock holding 12 Sep is \$18 475

## **9. Subcommittee Reports**

### **a. Canteen**

New summer menu. Benches will be discussed next Thursday at the Fathering project meeting. Karen requested a table for the area outside the canteen.

### **b. Events**

Walkathon was held on the last day of Term 3. The feedback was this worked well for teachers and children. Some advertising will be given to parents to remind them to send the money in. The cut off date will be Friday week to be eligible for the prizes.

Disco on 28 October. Posters and permission slips going out tomorrow. Need more volunteers to help with general duties – security and canteen.

Movie Night – cinema company we usually use are booked out for the entire summer. Carmen has sourced another company who can do a Friday (apart from 25 Nov) for \$1000 including movie licensing fee. Propose 2 Dec. Carmen will contact the company.

Christmas cards – Tonia usually organises this. At this stage the company has not returned calls. Getting too late now for this year. Committee agreed to let it go for this year and possibly pursue another company next year.

Carmen spoke to Matt Seabrooke about the stall at the markets. He is happy to donate a prize for the stall ie a bike. We can nominate any night we want in the month. He will support us to seek approval for a food stall if we want. Alternatively we can tag on to another food vendor to get more traffic. No restrictions really around what we do/sell. An activity for children was preferable over a food stall. This could be manned on a roster basis. Elyssa volunteered to coordinate this stall and will discuss further with Carmen and Matt. Stall available Oct-

March with no charge. Elyssa will follow up on school banners. Try for last Monday in October.

**c. Uniform**

Waiting on approval for the new uniform. Pricing and feedback has been received and needs to go to the school board. Nell Gray will be open on Beaufort Street from 2 January. At this stage prices will remain the same for current items in stock. No bulk order will be done for 2017 due to Nell Gray shop opening. Decision made to not add Commission on to the cost of uniform items for parents. It is not a fundraiser for the school P&C.

**d. PPK**

Nothing to report

**e. Walking School Bus**

Nothing to report

**f. Safety House**

All safety houses are now compliant with Working with children checks. Sharon will work with Katherine to reimburse them for the cost of these checks. Safety house show to come to an assembly in September 2017. Affiliation fee handed to Katherine.

**10. Principal's Report**

The year 5 drama production is scheduled for Week 9 of this term. A day time presentation and an evening presentation. It needs to be recognised that Mr Gordon has not invoiced the P&C for his time and does not intend to. Vanessa Blythe will talk with Mr Gordon about money available for any resources required as there is money put aside for this program.

School has requested P&C to consider the following requests for funds:

- Reading books for PP \$1900
- A whole school writing program resources \$1000
- Percussion music instruments \$700

*Motion 161001*

*Motion by Ben to approve funds for reading books, writing program resources and percussion instruments– Approved Amy D, seconded Katherine L.*

Discussion was held around how P&C should approve spending. Vanessa Blythe will feed back to Niel some of the issues raised by the Committee around how money raised by the P&C is spent.

Year 6 going on camp this week.

BYOD started today. Received good feedback from the teachers.

### **11. General Business**

Auditor still needs to be found. This will be requested in the newsletter again.

### **12. Next Meeting**

Tuesday 8 November