

INGLEWOOD PRIMARY SCHOOL

P & C MEETING MINUTES

14 February 2017

ATTENDEES

Vanessa Blythe
Kate Fitzpatrick
Ben Bartlett
Narelle Marriott
Wayne Houlton
Katherine Licciardello
Carmen Smith
Holly Bartley
Rachel Barr
Elyssa Wherrett
Brendan Edelman
Brooke Arrowsmith
Tanya Maddalena
Jan Husband
Felice Byatt
Alan Moroni
David Garner
Greg Hudson
Sam Thompson
Rebecca Pougault
Amanda Hawkins
Shannon Savage
Mel Tewman
Jasmyn Crisp
Tamara Tesic
Bronwynne Jones
Helen Betteridge
Karen Boyle
Jodie Clarkson
Darren Helsby
Louise Bertola
Heidi Lewis

1. Welcome

Ben welcomed all to the first general P&C meeting for 2017.

2. Apologies

Sharon Marshall

3. Minutes of the Previous Meeting

8 November 2016. Approved Carmen, seconded Katherine.

4. Matters Arising

None.

5. President's Report

Ben discussed correspondence that was received over the holidays. A fundraising request was received from Bakers Delight. An email regarding building was received. Ben replied outlining the role of the P&C. A forum has been organised around future education. All are welcome and Ben will send out the details.

Ben will email out a list of Committee contacts.

6. Secretary's Report

Nothing to report.

7. Treasurer's Report

a. General

November
Opening balance \$24698.68
Income \$4995
Expenses \$1768.47
Closing Balance \$27925.21

December
Opening balance \$27925.21
Income \$2139.90
Expenses \$3724.38
Closing balance \$27925.21

January
Opening balance \$26340.73
Income \$500.32
Expenses \$25.15
Closing balance \$26814.92

b. Canteen

Current account balance as at 14th February is \$15,874.20 with invoices of \$316.57 to be paid and PAYG activity statement to be paid and lodges of \$1,066.

c. Uniforms

There is \$13,805 cash remaining in the account as at 31 Dec 2016. We have sent back 300 shirts to Nell Gray which means they owe us \$5550 when these are sold. Thus we have approx. \$19,355 to transfer to the main school once we have a final sale in Term 1 to sell the remaining winter items. We also have approx. \$14,000 items left in new stock at year end.

8. Subcommittee Reports

a. Canteen

Theme days – one for Term 1 St Patricks day but will run on 15 March. Vanessa to confirm no clashes. Karen suggested theme days for the PP. Vanessa will meet with Karen to discuss.

b. Events

Outgoing Events Coordinator Mel Tewman gave a run down of the role of the event coordinator. The role does not mean organising and running every event. They are to find people to organize an event. If no one volunteers to run an event, then propose that the event should not run.

Election for March 11. Needs a coordinator for this big fundraiser. Easter raffle organisation has commenced.

These were some of the events supported by the P&C in 2016. Walk to school day, Mothers Day and Fathers Day stall, Roller disco day, tea towel fundraiser, sports carnival, school disco, open night, outdoor cinema, footy tipping.

It is important to note that not every event is a fund raising event. Sometimes an event doesn't raise money but the P&C commits funds for the benefit of the school community.

Suggested that a planner for events be put together. Elyssa actioning.

Brooke proposed approval for \$900 for mothers day stall.

Motion 170101 Motion by Brooke to approve funds of \$900 for Mothers Day

stall– Approved Mel, seconded Sam.

Helen suggested that PP&K Mothers and Fathers Day stalls stay using donated items.

Inglewood night markets – still have one night opportunity left

Welcome night – Feb 17th. Have 12 people helping and Karen volunteering for the night as well as the Fathering Project Committee.

c. Uniform

Second hand items will be available. Karen will allow parents on Mon and Wed to look at the second hand item rack. \$3 an item.

Proposed by Amanda that the uniform shop account closes after the winter sale.

*Motion 170102 Motion by Amanda to close the uniform shop account–
Approved Narelle, seconded Carmen.*

A lot of winter stock still available. Non Nell Gray items. Will open the shop once this term for a winter sale. Account closed after this sale.

New uniforms are available at Nell Gray. Winter stock will leave the warehouse 14 March so will be available end of term 1.

Ben congratulated the team on a good job handing over to Nell Gray.

d. PPK

Brooke will present to Vanessa a draft poster to call for parent reps from each class at Kindy and Pre Primary.

e. Walking School Bus

Nothing to report.

f. Safety House

Nothing to report

9. Principal's Report

It has been a smooth start to the year with 562 enrolments. Vanessa outlined the admin roles for Term 1. Should have new principal for end of Term 1.

Kate Fitzpatrick introduced herself - ICT and maths leadership experience. Looking at Digital Technology curriculum. Also focused responsibility for years 3-6 and directions in maths for the school.

The Minister said at the end of last year that the initial building proposal would not be going ahead. There is a new site location but internals are still with the City of Stirling and then community consultation will be commenced by the Education Department. There will probably be a six month delay from the original time frame.

10. 2017 Funding Submissions

All digital technology items to be on hold until the school has looked at specifically what the strategy will be. The P&C has committed to fund some of these strategies.

Specific wish list items were discussed and voted on with the outcomes as follows:

- Item 1 Literacy resources for \$3605 on hold whilst the whole school digital technology strategy detailed.
- Item 2 Lego Mindstorms for \$7410 on hold whilst the whole school digital technology strategy detailed
- Item 3 Class awards PP-Yr 6 \$1675 approved
- Item 4 Library books \$1675 approved
- Item 5 Knives and cutting boards for kindy \$110 approved
- Item 6 Outdoor play equipment for PP and Kindy sites \$3000 (\$1500 each)
- Item 7 Choir shirts \$4900. On hold whilst samples and costs are gathered from Nell Gray.
- Item 8 Swimming caps for interschool swimming carnival \$132 approved for one time use.

Vanessa discussed that some people were keen to put together a sub committee of parents to look at what grants etc are available to improve the outside play areas of all three sites. Felice Byatt and Jan Husband will form this sub committee.

Katherine will coordinate samples of choir shirts.

11. General Business

Auditor for 2015/2016 accounts offered by Trang.

*Motion 170103 Motion by Katherine for Trang to audit 2015/2016 accounts–
Approved Amanda, seconded Carmen.*

The Fathering Project Committee met last week. A summary of items discussed is:

- 24 or 25 March at Bedford Bowls \$10pp.
- Term 2 camp out at school.
- Fathering project looking at using Facebook and a new logo.

Pre Primary had an electrical fault last week and all deemed safe. Faults process followed. Air con has been affected and is currently being worked on. Due to the size of the fault it has been unable to be completed as yet. It has a priority 1 attached to it and has received funding from the education department to fix. The wooden play equipment was reported as a fault before the holidays. It has been allocated to be fixed but it is outside of the schools control when this occurs and what priority this is given. Current grass dug up was also outside of the schools control. Gardener has done what he can. Vanessa has expressed parent concerns to the Education Department around the leased sites.

Need to be aware that usually grants that are available need to be matched by the P&C (for playground areas). The school doesn't have budget for this. It was suggested that all information regarding grants and ideas for outdoor play areas be brought to the next meeting. Vanessa is getting information around limitations on outdoor play areas on leased sites. Further discussion with the school and will feedback to the P&C.

Brooke asked for approval to put in for a grant for the grounds at PP. Vanessa still needs to look into constraints by the lease. Proposals need to take into account allergies etc.

12. Next Meeting
14 March 2017

Meeting closed at 9.07.