



P&C General Meeting Minutes

1 August 2016

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Summary

- The design of new fixed equipment was approved along with the release of funds for its purchase and assembly.
- Father's Day breakfast is approaching (tentatively morning of Friday September 2). All fathers are welcome to attend (and help) prepare Breakfast BBQ. This morning is a great opportunity for all fathers and kids to have a bacon and egg sandwich together. Meetings at the pub may be required to organise the morning – look out for this.
- [Crazy Camel](#) artwork will be given to classes after the production. Students do a piece of artwork in class and parents have opportunity to purchase the artwork in different forms.
- There is only one hard copy of the Gold Book left! It is in the office so hurry in.

Resolutions:

| Motion | Forwarded | Seconded | Action |
|--|------------|----------|----------|
| Minutes of last meeting accepted | MK | JS | Resolved |
| The chosen design of fixed equipment be approved | HH | KN | Resolved |
| Funds for the fixed equipment as presented, up to the full price incl GST, be released for the above | MP | BG | Resolved |
| Principal's Report be accepted | HH | AC | Resolved |
| Treasurers Report be accepted | LR | MS | Resolved |
| Canteen Report be accepted | MK | JS | Resolved |
| Uniform Shop Report | Not tabled | | |

Meeting opened 7.35pm.

Present:

Peter Adams, John Costolo, Madeleine Snow, Belinda Gillard, Rhys Blackmore, Ruth Clipperton, Felicity Cole, Helen Hamilton, Jo Shearer, Amy Croal, Lucy Rees, Sally Newton, Carmen Blanco, Marcelle Pappas, Kate Newton, Mel Khay.

Apologies:

Rejane Monteiro

1. Amendments

None

2. Business arising from the last meeting outcomes

- Peter presented the favoured fixed equipment design. Process to select: Six shortlisted, four presented to SRC, one chosen by SRC.
- Presentation by John Costolo on the selection process for fixed equipment configuration. Consisted of survey of K-2 and 3-6. Flying fox, slide, tumble bars, monkey bars very popular so these were included in design. John surveyed others schools with new equipment for success and uptake of each module of this equipment.
- Blue colour was very much preferred by the kids so this was the colour chosen.
- The fixed equipment is marine grade, with long warranties.
- Fixed equipment can be installed when current equipment is removed. This could possibly be done by a tender process.
- ACTION: PETER ADAMS TO ASK THE TENDERER WHAT IS NORMALLY DONE WITH THE OLD EQUIPMENT.
- New fixed equipment can be installed in a number of days after removal of old equipment.

- ACTION: FELICITY COLE TO EMAIL JODIE HARRISON TO REQUEST UPDATE ON FUNDS TO REPAIR LIBRARY ROOF.

3. Correspondence:

- Mail - none

4. Principal's Report

SEE ATTACHMENT A

- Kids Matter program is continuing.

- Stage excursions have commenced.
- Kinder orientation 2017 in weeks 5/6.
- NAPLAN results will come next week.
- School disco has been moved to Thursday 11 August (was on a Wednesday last year) to move further from School production. Thanks to Jason Horadam for his huge effort in advance.
- School production in full swing.
- Sporting teams are doing very well at present. State Paul Kelly Cup, Netball, 3 student to cross country.

5. P&C Treasurer's Summary

SEE ATTACHMENT B

- Will be in a good financial position for the beginning of next year, with up to \$10k available depending on final cost of fixed equipment.
- Canteen to transfer \$3k to Run Dudley account.

6. Canteen general and treasurer's reports

- Department of Health did a Canteen inspection on Friday, passed well.
- Menu just reviewed by Good For Kids (compulsory).
- Quiche and Burger JJs have been removed from menu because guidelines have changed and these are now red items. The canteen does not sell red items.
- New allergy policy brought out by LMCC. It is the responsibility of the parent and child to enforce the policy. **This document will be distributed separately when received.**
- Canteen financial report submitted and has been audited from January to December 2015.

7. Uniform Shop Report

- Aim to keep the uniform account at about \$3k because we may need to order some more stock.
- Possibility of having a 'Recycling Day' for uniforms. Potential to bring in old uniforms and trade or sell.
- ACTION: DISCUSSION OF THE ABOVE AT NEXT MEETING.

8. Fundraising

- ACTION: RHYS BLACKMORE TO SEND AN INVITATION TO DUDLEY DADS FOR ASSISTANCE WITH FATHER'S DAY BREAKFAST.
- Helen is organizing a raffle for Father's Day morning.
- Crazy Camel – artwork from each student needed for this. To be provided to classes at the end of term and due early next term.

- Only one hard copy Gold Book left in office, still available online.
- \$1100 raised from Election Day. So many people contributed, and thanks to them.

9. General Business

- P&C Communication: Amy Croal to be the custodian of the Facebook Page. Amy will update the page with minutes of P&C, contact details of P&C and updates will be coordinated by Amy.
- ACTION: RHYS BLACKMORE TO INCLUDE REGULAR SECTION ON COMMUNICATION IN FUTURE AGENDA.
- Regular section to be put in newsletter about P&C. This will include next meeting, contact details.
- ACTION: FELICITY COLE TO DESIGN A RECURRING TEMPLATE FOR THE NEXT NEWSLETTER.
- ACTION: RHYS BLACKMORE TO SEND MINUTES TO AMY CROAL AND JASON HORODAM. AC to place on Facebook, JH to place on website and put notification on app.
- ACTION: ONE MEETING PER TERM OF THE CANTEEN SUBCOMMITTEE WILL BE HELD. It will occur sometime between the Week 3 and 7 P&C Meetings.
- ACTION: PETER ADAMS, RUTH CLIPPERTON AND FELICITY COLE TO EXAMINE DUDLEY SCHOOL'S COMPLIANCE WITH THE 'SUB-COMMITTEES REQUIREMENTS' AND 'TREASURY GUIDELINES FOR SUBCOMMITTEES' FROM P&C HANDBOOK FOR NEXT MEETING.
- Currently the only standing committee is the Canteen Subcommittee.
- ACTION: RHYS BLACKMORE TO SEND LIST OF PEOPLE PRESENT AT THE AGM - these people are current financial members. All others (except Mel Khay) please have \$2 at the next P&C so you can be financial and vote.

Meeting closed 9.00pm

Rhys Blackmore

ATTACHMENT A

**P & C Meeting
Monday 1 August, 2016**

Principal's Report

1. The “KidsMatter” program is at component stage 3 training towards implementation. This is an Australian initiative for primary schools that provides a framework, resources and support to identify and implement strategies to improve the mental health and wellbeing of students.
2. Stage excursions have commenced in term 2 our stage 1 attended the Civic Theatre production and this term with our Kinders attending Blackbutt Reserve. In term 4 week 1 our Year 3 Camp Toukley and Yr 4 Sydney excursions take place and in Week 5 Year 5/6 to Aussie Bush Camp Kincumber.
3. Kinder Orientation for 2017 will begin shortly, we will have 2 days of interviews with 2017 Kinder parents & students in weeks 5 & 6. We have 38 students listed for next year.
4. We should receive NAPLAN test results shortly and will commence analyzing these to determine strengths and areas for development.
5. School Disco will be held next Thursday. This was brought forward somewhat due to planning for our school production. I would like to thank Jason Horadam who runs our discos with great creativity and enthusiasm.
6. All staff are working diligently towards our school production, which will be held on 7 & 8 September (Week 8). Our theme of “Wild Things” has provided excellent scope for class items. This production is being coordinated by John Costolo & Rachel Murray.
7. Our sporting teams have had great success this term, with our girl’s netball team playing in the regional final and our AFL boys team competing in the state final of the Paul Kelly Cup this term. We also had 3 senior students compete in the State Cross Country recently.
8. Our proposed new fixed playground equipment has a final concept to outline tonight, following input from all students and much negotiation with ‘A Space’. This has been a major project by our P & C and involved amazing fund raising efforts over the past year.

Dudley Public School P&C Treasurers Report 1st August 2016

Account Balances:

| | |
|-------------------------|--------------------|
| General | \$8,649.80 |
| On-line Saver | \$39,161.86 |
| Other Acct (Run Dudley) | \$31.82 |
| Total | <u>\$47,843.48</u> |

| | | |
|-------------------------------------|------------------|-------------|
| Monies received since last meeting: | Grant | \$11,000.00 |
| | Election Day BBQ | \$1100.00 |

| | | |
|------------|-------------|---------------------------|
| To be paid | \$1500.00 | Mathletics & Reading Eggs |
| | \$330.00 | Book week prizes |
| | \$481.79 | Election BBQ costs |
| | \$38,820.00 | Fixed Equipment quote |

Available funds **\$6711.69**

Uniform

| | |
|---------------------|------------|
| Account Balance | \$3,089.89 |
| Monies to be banked | \$1,359.00 |

Available funds **\$4448.89**