



## General Meeting

Tuesday, 17 February 2015

### In attendance

Rebecca Hembling (RH)  
Nicole Royan (NR)  
Christy Jessep (CJ)  
Heather Locker (HL)  
Sarah Dunne (SD)  
Tanya Kerr (TK)  
Debbie Sykes (DS)

Marnie Szeles (MS)  
Mel McCormick (MM)  
Lynne Graham (LG)  
Julie McQuilty (JM)  
Violetta Trajcevska (VT)  
Kim Hunt (KH)

Sandra Forman (SF)  
Marianne Topple (MT)

### Agenda Items

#### Welcome & Apologies

RB opened the meeting at 7.25pm.

Apologies were received from the following members: Liza Fox, Cath Wilson, Michael Brown, Deb Whittam, Kitty Cohen, Sally Fallah, John Richards, Danielle Ruming.

#### Minutes of the Previous Meeting

*Motion: To accept the minutes from the previous meeting.*

Moved: Nicole Royan

Seconded: Julie McQuilty

Motion carried.

#### Actions and business arising from the minutes of the previous meeting

Online ordering - MM and Kristy Powles (KP) will look at the possibility of starting online ordering with RH over the next month.

#### Correspondence

RH received a text from a parent asking why P & C were not funding Athletics and Reading Eggs.

RH will speak with the concerned parent and let them know that the P&C have not paid for these license fees for several years.

#### Principal's Report

SF thanked the previous P&C Executive Committee. SF thanked the P&C for organising the tea and tissues Morning Tea on Friday, 6 March. SF has thanked the fundraising committee and all involved for their hard work and efforts for organising the movie under the stars. Year 5 and 6 are now using diaries to help prepare for high school.



## DIARY DATES

Important dates to note (Parent planner is in the Newsletter)

- Scripture begins in Week 6
- GyMEA Technology High School talk for Year 6 Students will be held on Thursday, 19/2 at 2.15pm.
- School Swimming Carnival will be on Tuesday, 24/2. The Zone carnival will be the following week on 3/3.
- Ettingshausens will be running the dance program at school. Quotes were obtained from other dance schools. Ettingshausens came in well under all other quotes. They are very experienced and have worked in schools before. Teachers from Ettingshausens have completed Working with Children checks. If more than 30 children apply to participate then auditions will be conducted on 25/2. Lessons will commence on 4/3 and will be at lunch time on Wednesdays. Girls dance lessons will be in the school hall and the boys will be held in the Multi Purpose room.
- Young Leaders Day is on 23/3. School Captains and Stage 3 Kids Council Reps will have the opportunity to go to the Entertainment Centre to listen to guest speakers who have been great leaders. In total 11 students plus SF will attend.
- Parent Teacher Interviews will be held on 1/4 (Week 10). All teachers will be available for parents to speak to including LaST/RR/ESL/RFF/Library. 5/6K interviews will be held on 31/3. Bookings will be on line again and you will be able to book all teachers not just class teachers on line.
- ICAS will be held at 8.30am on the nominated date in the library. The school will run all tests this year. If the test is missed there will be no opportunity to make it up. Dates will be sent home on the planner. Costs are associated with the tests.
- Easter Parade will be on 2/4 (second last day of term). The parade is open to all stages but Years 3-6 are given the choice to do some art work.

## CRUNCH N SIP

Donna Robertson and Sally Fallah have been training in the Live Life Well program. Crunch n Sip is part of this program and has been brought in at school.

## OFFICE STOREROOM

SF has asked if the P&C could please look at an alternative storage area as the office storeroom is full and the office staff are finding it hard to access. P&C will sort through the items stored. Will look for an alternative location.

## 2015 CLASSES

There are 14 classes again and we are using demountable. This year we have the following new staff - Chloe Horton, Amanda Campbell, Karina Fleming, Donna Robertson and Ashling Farrell.

Michael Brown is our technology support teacher – RFF/TT/Computer Co-ordinator.

## SCHOOL PLAN 2015-2017 PROJECTS.

Projects included in the 2015-2017 School Plan include TEN, TOWN, CISP, Live Life Well, New Curriculum and Technology.



#### PLANNED MAINTENANCE

The current planned maintenance includes the covered walkway to B Block and painting/refurbishing the doors to ground floor rooms.

#### CHAPLAINCY PROGRAM

The Chaplaincy Program will run for 14 hours per week (Mon/Tue/Wed). We have got funding which takes us through to August.

#### WISH LIST

- Playground refurbishment – Scully's have supplied a plan for the school garden. They have presented a plan that the school is not happy with. There was not a lot for the children to do. SF would like a plan that can be implemented in stages but to be completed this year. We have a boat already and Scully's can include that in the plan. Expected cost is about \$20000.
- All-purpose court – An all-purpose court would be great for the school. It can be used for our students for various sports and it can be also be hired out.
- Sick Bay refurbishment – the sick bay desperately needs new beds, linen and a general refurbishment.
- Sporting equipment and games for SLSOs to set up at lunch times.

HL raised Michael Brown's request for new computers for the computer lab. He estimates to replace 25 hard drives @ \$500 each plus screens. Possible cost between \$15000 to \$20000.

SF stated we have some funding for the computers and the school will be looking at replacing the old ones. The school may need assistance with funding.

SD raised the situation with the toilets. SF informed P&C that for the last four years the school has put in a bid for funding for a toilet refurbishment. There is another opportunity to apply for more funding to fix this and SF will try this again before we look in to sourcing other finance.

HL suggested that 5 cent Friday money raised could cover the cost of the sick bay refurbishment. MM has volunteered to look in to this project and she will find another person to assist.

#### **Chaplain's Report**

Nil

#### **Treasurers Report**

TK presented the Treasurers report (see attachment 1).

*Motion: To accept the Treasurers Report.*

Moved: Rebecca Hembling

Seconded: Christy Jessep

Motion carried.

TK requested that we order a separate deposit book for 5 cent Friday.



### Fundraising Report

The disco date for term 1 will be Friday, 20 March. There will be a bbq again. Sarah would like to ask the kids what they would like the disco theme to be. MT suggested that kids counsel pick the first theme and then the class winner of the 5 cent Friday can pick the next theme.

The Easter raffle will be on 2/4. The donation and mufti day will be on 24/3. The wrapping day will be on Friday 27/3 in the Library. NR suggested infants to bring eggs and stage 3 kids to bring in Easter bags.

Next Friday we are hoping to raise \$4000 at the movie night. It has exceeded expectations. There are 397 people attending the movie night. There are 30 volunteers. In the event of extremely bad wet weather the event will be postponed. Need to make a decision by 10am on the day. SD will speak to the butcher about what happens to the meat if the event is postponed. SD will notify the preschool and after school staff of the event and time frames. Lighting is confirmed in the toilets. Bins to be looked at and the possibility of utilising the cash for cans scheme. Flyers have gone out to local residents. Gates open at 6.00pm and entertainment until 7.30pm. Movie starts at 7.45pm. There will be a 15 minute interval at 8.30pm. Movie goes for 98 minutes. Last opportunity to purchase tickets will be Friday, 20 March after school near canteen.

### Canteen Report

NR presented the canteen report (see attachment 2). Freezer broke down over the Christmas Holidays and NR had to purchase a new freezer at a cost of \$1500. It is slightly bigger than the previous one. There was a loss of food to the value of about \$300.

There is a shortage of volunteers to assist in the canteen. Pam has had a number of days where she has been left on her own. Need to get some more volunteers on the emergency list.

*Motion: To accept the Canteen Report.*

Moved: Christy Jessep

Seconded: Debbie Sykes

Motion carried.

### Uniform Shop Report

Uniform Shop report was presented by MM (see attachment 3).

*Motion: To accept the Uniform Shop Report.*

Moved: Sarah Dunne

Seconded: Marnie Szeles

Motion carried.

Just collecting final orders for long sleeve shirts. Kim Hunt is going to make head bands to sell in uniform store. Profits to uniform store. MM is going to put a sign up on the school gates stating uniform shop is open when the store is open. A parent has asked if they would consider opening the uniform store on a Friday afternoon MM is happy to trial it.

### General Business

HL asked if notes that are being sent home are accessible on the skoolbag app. SF said that they should be and she would ensure that they are available.

HL proposed that a quote be sourced for the refurbishment of the sick bay.



DS - Relay for life information will be placed in the newsletter.

CJ asked if the uniform shop could look at selling the required GNPS PSSA socks. MM will look at this and look at the possibility of a red and white strip or plain green.

*Motion: To allocate \$20000 for the playground refurbishment.*

Moved: Debbie Sykes

Seconded: Sarah Dunne

Motion carried.

*Motion: To allocate \$15000 to assist with the upgrade of the computer lab.*

Moved: Marnie Szeles

Seconded: Christy Jessep

Motion carried.

Next meeting will be Tuesday, 17 March 2015 at 7pm.

**RH declared the meeting closed at 7.55pm.**

#### Action Items 2014

Item	Action	Responsible Person	Status Update
1	On line ordering	MM, RH	Still outstanding
2	PSSA socks	MM	
3			
4			
5			

GyMEA North Public School P & C Association  
Bank reconciliation as at 31st January 2015

<b>Opening Balance</b>	\$	39,606.41
<b>Add deposits for month</b>		
bank interest	\$	34.10
Ritchies Store donations	\$	15.43
Scholastic Commission	\$	120.50
<b>Total deposits</b>	\$	170.03
<b>Less payments for month</b>		
<b>Total Payments</b>	\$	-
<b>Current Bank statement balance</b>	\$	39,776.44
<b>Add outstanding deposits</b>		
<b>Less unrepresented cheques</b>		
<b>Balance</b>	\$	39,776.44

Gymea North Public School P & C Association  
Bank reconciliation as at 31st December 14

<b>Opening Balance</b>	\$	40,488.68
<b>Add deposits for month</b>		
bank interest	\$	24.69
5c Friday	\$	134.75
Movie night sponsorship	\$	100.00
5c Friday	\$	44.60
Ritchies stores	\$	21.45
5c Friday	\$	13.85
Book club banking	\$	223.00
Christmas raffle tickets	\$	1,579.10
<b>Total deposits</b>	\$	2,141.44
<b>Less payments for month</b>		
S Dunne Snacks term 4 disco	\$	46.57
Canteen Supervisor wages	\$	343.86
Canteen Superannuation	\$	130.68
Canteen Superannuation	\$	130.68
Canteen Supervisor wages	\$	343.86
Canteen Supervisor wages	\$	343.86
B Hembling-gifts office and volunteers	\$	1,111.20
Scholastic Australia	\$	223.00
Alexander Fraser Term 4 Disco DJ	\$	350.00
<b>Total Payments</b>	\$	3,023.71
<b>Current Bank statement balance</b>	\$	39,606.41
<b>Add outstanding deposits</b>		
<b>Less unpresented cheques</b>		
<b>Balance</b>	\$	39,606.41

Canteen report as at 31 January 2015

Details	DR	CR
Opening Bank Balance as at 1 January 2015		\$11,075.67
Plus Income:		
Interest		8.88
Takings during January		0.00
Less Expenditure:		
	0.00	
Subtotal	\$0.00	\$11,084.55
<b>Closing Balance as at 31 January 2015</b>		<b><u>\$11,084.55</u></b>
Less Outstanding Cheques:		
#327306 Global Foods Inv # 64604	1,007.13	
#327307 Tropical Slush Inv # 5383	936.00	
#327308 M.Skinner – reimb new freezer	1,489.00	
#327309 – Cancelled cheque	0.00	
#327310 P Sunderland Fresh food T1	500.00	
#327311 Global Foods Inv #64711	400.16	
#327312 Global Foods Inv #65002	<u>609.68</u>	
	<b><u>\$4,941.97</u></b>	
Funds Available:		<b><u>\$6,142.58</u></b>



Canteen report as at 30 November 2014

<b>Details</b>	<b>DR</b>	<b>CR</b>
Opening Bank Balance as at 1 November 2014		\$10,964.27
Plus Income:		
Interest		9.92
Takings during November		5,634.10
Less Expenditure:		
#327300 Global Inv 63127	749.71	
#327301 Unilever Inv 3501883882	170.56	
#327303 GNPS P&C – T3 wages reimbursed	3,890.77	
#327304 GNPS P&C – 2014 profit donation	1,500.00	
#327302 Global Inv 63494	<u>725.28</u>	
Subtotal	<u>\$7,036.32</u>	<u>\$16,608.29</u>
<b>Closing Balance as at 30 November 2014</b>		<b><u>\$9,571.97</u></b>
Less Outstanding Cheques:		
NIL		<u>0.00</u>
Funds Available:		<b><u>\$9,571.97</u></b>

Canteen report as at 31 December 2014

<b>Details</b>	<b>DR</b>	<b>CR</b>
Opening Bank Balance as at 1 December 2014		\$9,571.97
Plus Income:		
Interest		9.80
Takings during December		2,209.60
Less Expenditure:		
#327305 Global Foods Inv 63909	<u>715.70</u>	
Subtotal	<u>\$715.70</u>	<u>\$11,791.37</u>
<b>Closing Balance as at 31 December 2014</b>		<b><u>\$11,075.67</u></b>
Less Outstanding Cheques:		
NIL		
Funds Available:		<b><u>\$11,075.67</u></b>

## Uniform Shop Report for Meeting

FEBRUARY 2015

Financial Details for January 2015	
Sales Figures	\$8094
Profit Total	\$1659.49
Account Balance as @ 17\2	\$15,733.00
Outstanding Cheques Total	\$0
Outstanding Invoices	\$6754.49
Stock Value	\$32,751.75

- Open Day on 17<sup>th</sup> January made \$6836.00