



## General Meeting

Tuesday 17 November

### In attendance

Nicole Royan (NR)	Kath Wilson (KW)
Deb Sykes (DS)	Sandra Forman (SF)
Rebecca Hembling (RH)	Sarah Dunne (SD)
Liza Fox (LF)	Michael Brown (MB)
Heather Locker (HL)	Fiona Cuthill (FC)
Lynne Graham (LG)	Kim Birstins-Crabtree (KBC)

### Agenda Items

#### 1. Welcome & Apologies

RH opened the meeting at 7.00pm.

Apologies were received from the following members:

Danni Ruming, Julie McQuilty, Christy Jessep, Tanya Kerr, John Richards, Mel McCormack, Marnie Szeles, Sally Fallah, Marianne Topple

Normal business was set aside to enable Christine from the Skollars Loyalty Program to present their business model to members present (see Attachment 4).

#### 2. Minutes of the Previous Meeting

*Motion: To accept the minutes from the previous meeting.*  
Moved: Lynne Graham  
Seconded: Bec Hembling  
Motion carried.

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

Nil



#### 4. Correspondence

Nil

#### 5. Principal's Report

Thank you to P&C for Discos – particularly the new format for seniors. Good turn out considering the weather.

Fun Day tomorrow. Early recess and then go out at 11:20. Dance & Zumba will go ahead in the afternoon.

Tomorrow night is information night for the band for 2016. Mini concert, soloist performances will happen.

HL asked what year children need to be in to enter the band. Year 4 generally as prior to then their mouths are not developed sufficiently.

Port Hacking students have been attending transition for last 4 weeks. Now our own transition programme commences for the next two Thursdays.

School volunteers morning tea on Tuesday 1<sup>st</sup> December. Invitations have been sent out.

Performing Arts concert on 10 December at 10am. Reports go home same day. Christmas raffle drawn after the concert.

Deposit of \$21,000 has been paid so the multi purpose court can commence during the Christmas holidays.

Kristy Powell has written to our local member Eleni Petinos re the toilet upgrade. She would like to visit to see them. SF has had 4 companies quote on the job. We have an annual maintenance budget of \$26,000 and this year it will all be used on the upgrade of the toilet block. The department will pay the balance.

Menzies – the cleaning contractors – are going to re-train their employees on how to clean toilets and also do a comprehensive clean of the toilet block.

Marilyn from Tom Thumb has offered to come to a meeting to address the issues that have been raised.

CISP programme has been running for the last three years. Next year it will be a little different - the speech pathologist is going to screen all Kindergarten students in Week 6 to identify children who need these services and also to be referred to external practitioners.

Grade essentials lists will go home before the end of the year.

School captain self nomination forms have gone home. 3 girls and 6 boys have self nominated.

David Jones Choir days are Saturday & Sunday – the school decided not to go ahead.



Deb Whittam is retiring at the end of Term 2 2016. She will be on long service leave for the first two terms next year. Her farewell will be held at the end of Term 2 2016.

P&C Christmas dinner 8 December – venue to be decided and advised shortly.

## 6. Chaplain's Report

Operation Christmas Child boxes are ready to go – 46 boxes at \$9 per box postage. Would P&C pay for the postage?

*Motion: To authorise \$414 expenditure to cover the postage of the Operation Christmas Child boxes*

Moved: Kim Birstins-Crabtree

Seconded: Deb Sykes

Motion carried.

Year 6 girls have completed the M-power programme with great success. They have learned social skills to assist them with making new friendships at high school next year.

## 7. Treasurers Report

RH presented the Treasurers report in TK's absence (see attachment 1).

*Motion: To accept the Treasurers Report.*

Moved: Heather Locker

Seconded: Fiona Cuthill

Motion carried.

## 8. Fundraising Report

Christmas Raffle 1<sup>st</sup> December donation day. 4<sup>th</sup> December wrapping day.

SD presented the draft sponsorship proposal for the electronic board.

## 9. Canteen Report

NR presented the canteen report (see attachment 2).

Simone Lockwood, Amanda Rams & Rachele Williams – thank you for 10 years of service in the canteen.



Members present decided against transferring funds back to the General account at year end (30 Nov) due to the losses we experienced during the year due to freezer failure (Term 1 holidays) and the power outage (Term 3 holidays).

*Motion: To accept the Canteen Report.*

Moved: Deb Sykes

Seconded: Sarah Dunne

Motion carried.

## 10. Uniform Shop Report

Uniform Shop report was presented by RH in Mel McCormack's absence (see attachment 3).

*Motion: To accept the Uniform Shop Report & elect Kim BC as Uniform Shop Coordinator*

Moved: Heather Locker

Seconded: Fiona Cuthill

Motion carried.

Members present decided to defer transferring funds back to the General account at year end (30 Nov) until after the accounts have been audited to ensure there are sufficient funds available to cover outstanding invoices at 30 Nov.

## 11. General Business

End of financial year is 30 November.

HL needs all records in the office/P&C tray by 10 December and spreadsheets emailed to her for the audit.

If any members are not standing again next year please let Bec know asap.

### Cash Handling

*Motion: Wherever possible, all cash should be counted by two members, signed & secured in the school safe and not taken to private homes. This excludes the proceeds from 5c Friday.*

Moved: Bec Hembling

Seconded: Lynne Graham

Motion carried.



HL asked has the school considered Baseball as an option for school sport? SF advised a note of interest will go home early next year.

One family has questioned our policy for reimbursing travel expenses for children who represent at a regional/state level.

RH reported a parent has asked would it be possible to advise parents of the possible running times at carnivals.

HL - could the meeting start time go back to 7:30pm? No – for those who live some distance from the school it is too late.

School disco – some kids did not get glow sticks that had paid for them.

Swimming caps are ready for payment/collection from GoodBuddy. Uniform shop to pay for them and then sell them before the Zone Swimming Carnival next year.

End of Year gifts from P&C to School Office Staff & Departing Helpers:

*Motion: That Nicole Royan be authorised to spend up to \$850 on Thank You gifts for the Office & Maintenance Staff, Departing Executive Members and Departing Canteen Volunteers.*

Moved: Rebecca Hembling

Seconded: Heather Locker

Motion carried.

Next meeting will be the AGM and general meeting on Tuesday 16 February 2016

Thank you to all members for their efforts during 2015 and enjoy the holidays with your families.

**RH declared the meeting closed at 9:10pm.**

**Action Items 2015**

Item	Action	Responsible Person	Status Update
1	Online ordering for uniform	RH	Still outstanding
2			
3			
4			
5			

1

Gymea North Public School P & C Association  
Bank reconciliation as at 31st October 2015

<b>Opening Balance</b>		\$ 39,095.34
<b>Add deposits for month</b>		
bank interest		\$ 15.12
school banking commission		\$ 129.18
5c Friday		\$ 61.90
Ritchies stores donation		\$ 13.78
5c Friday		\$ 60.95
Portrait day banking		\$ 600.00
Entertainment book sales		\$ 389.00
5c Friday		\$ 59.10
<b>Total deposits</b>		\$ 1,329.03
<b>Less payments for month</b>		
REST Super		\$ 468.23
Canteen wages to be rebanked	626788	\$ 343.86
Cronulla Sharks-Sharks ticket purchases	626787	\$ 520.00
S Dunne Disco prizes	626795	\$ 46.50
S Dunne Bunnings BBQ supplies	626789	\$ 95.23
<b>Total Payments</b>		\$ 1,473.82
<b>Current Bank statement balance</b>		\$ 38,950.55
<b>Add outstanding deposits</b>		
<b>Less unpresented cheques</b>		
Scholastic book banking	626796	\$ 598.50
Everything Glows-Disco glowsticks	626794	\$ 492.04
Master Catering-Bunnings BBQ	626792	\$ 429.00
Marnie Szeles Bunnings BBQ	626791	\$ 18.00
Nicole Royan Bunnings BBQ	626790	\$ 64.68
<b>Balance</b>		\$ 38,950.55
<b>Less commitment to school for multi purpose court</b>		-\$ 20,000.00
		\$ 18,950.55

## Canteen report as at 31 October 2015

Details	DR	CR
Opening Bank Balance as at 1 Oct 2015		\$5,862.56
Plus Income:		
Interest		2.03
Takings during Oct		3,666.60
Less Expenditure:		
#327348 P Sunderland w/e 8 Oct	343.86	
#327349 P Sunderland Fresh Food Term 4	600.00	
#327350 Global Inv 2702	1,056.63	
#327352 P Sunderland w/e 22 Oct	343.86	
#327354 Global Inv 2853	633.78	
#327356 P Sunderland w/e 29 Oct	343.86	
Subtotal	<u>\$3,321.99</u>	<u>\$9,531.19</u>
<b>Closing Balance as at 31 October 2015</b>		<b><u>\$6,209.20</u></b>
Less Outstanding Cheques:		
#327351 GNPS P&C – reimb Pam wages w/e 15 Oct	343.86	
#327353 Tropical Slush Inv 5763	234.00	
#327355 Global Inv 3276	1,123.40	
#327357 Global Inv 3394	19.36	
	<b><u>1,720.62</u></b>	
Funds Available:		<b><u>\$4,488.58</u></b>

Selling down stock

We have decided to try and turn off as many freezers as possible over the Christmas holidays to avoid any more losses due to freezer malfunctions, power outages etc.

Therefore we will not be ordering any more lunchtime frozen foods when current stocks run out. Children may have to order an alternative in coming weeks. Please watch the newsletter each week for items that are no longer available.

## Uniform Shop Report for Meeting

Financial Details for October 2015	
Sales Figures	\$1,644.00
Profit Total	\$489.20
Account Balance as @ 31/10/2015	\$13,102.61
Outstanding Cheques Total	\$10,529.69
Outstanding Invoices	\$7,455.76
Stock Value	\$37,986.07





# **Skollars Loyalty Program**

**Raising donations 365 days/year from  
local business to support the  
education and sporting activities of  
children**

## **The companies behind Skollars Initiative**

- **Stamp Media Limited (Technology - Melbourne Based)**
- **Knnect Pty Ltd (Operations - Sydney Based)**

# **Costs and Promotion**

- No cost for business to participate.
- No cost to schools to register and receive donations.
- 30 day cancellation is required.
- Skollars program retain 12% of donations to cover costs. 12 cents, school gets 88 cents, in the dollar.
- We provide promotional flyers etc for schools to give to parents.

# Local Business

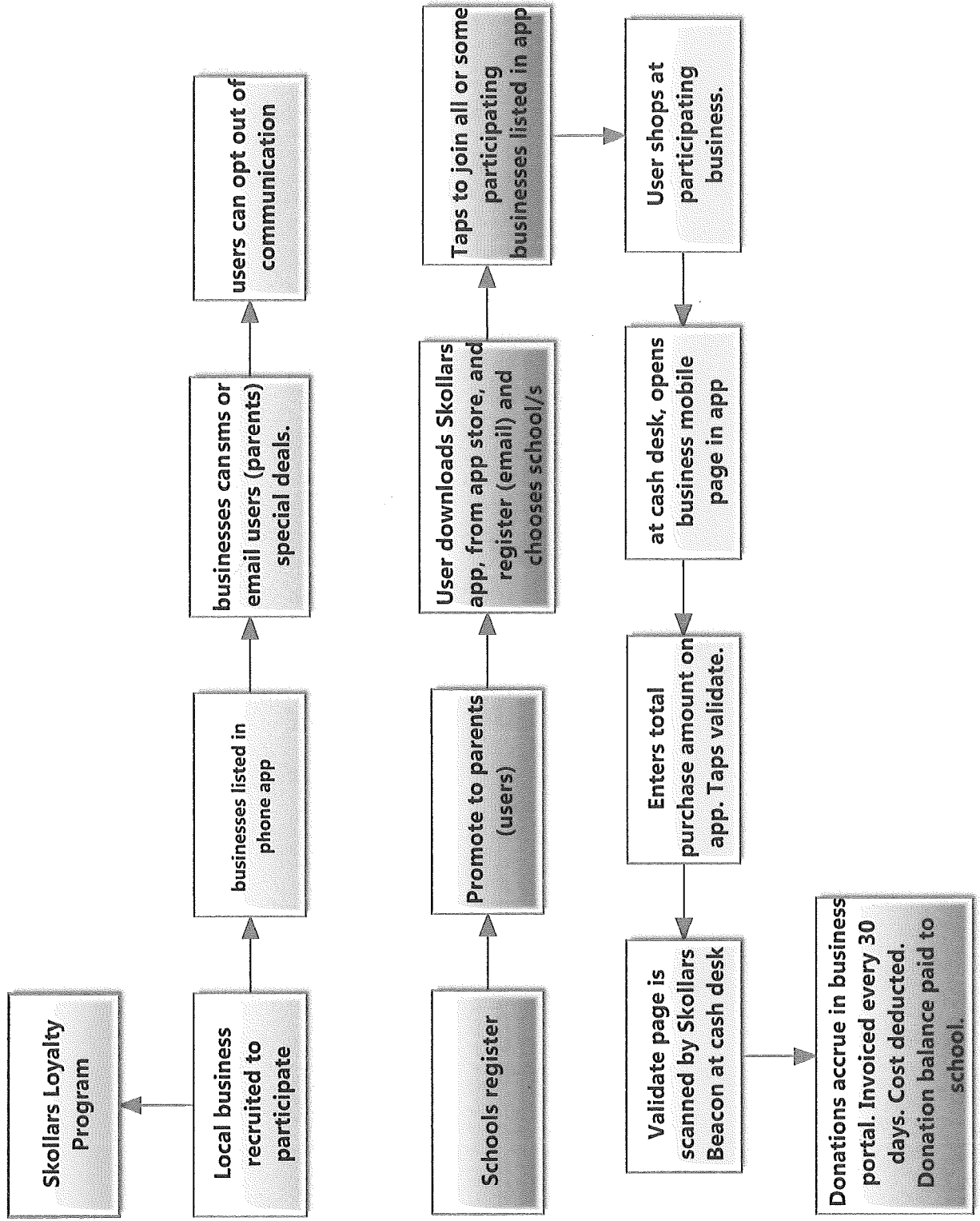
- Donations are a percentage of sales at participating businesses.
- The Skollars team recruit local business.
- Benefit to local business – possible new sales.
- Donations less than advertising costs and other marketing costs. Attractive to business.
- We set up the technology and promotion at the business.

# Schools

- Schools register to receive donations.
- Donations not a commercial arrangement with the school. Not endorsing businesses.
- Parents instead of getting a free coffee from purchases, receive a donation paid by the business, which we pay on behalf of parents to a chosen school or sporting group.
- Awards will be given to top contributors (parents and businesses).
- Businesses to offer users special deals.

**How it works**

**Flowchart**



# Example

- \$20 spend in Cafe XYZ. 5% is donated to the user's school of choice ( $\$20 \times 5\% = \$1.00$ )
- 100 parents spend \$20 per week in one or more local participating businesses. ( $100 \times \$1 = \$100$ )
- 52 weeks  $\times$  \$100 = \$5,200 total donation amount.
- Less 12% retained by the Skollars program to cover costs - \$624.
- Total donation paid to the school: \$4,576.



**Questions?**

# Participating Business – so far

- 21 Again, Skin Rejuvenation Clinic
- Bay Road Clothes, Clothing & Fashion wear
- Belle Adorn, Giftware
- Cabeilo Salon, Hairdressers
- Crazy Fruit, Fruit and Vege Retail Shop
- Gynea Pizzeria, Pizzas and take away meals
- Langshaw & Bell Optometrists
- Natural Way, Massage Remedial Massage
- Renato's Italian Restaurant, Restaurant & Cafe
- Rudi's Butchery, Smokehouse, Butchery & Deli
- Shire Newsagency & Office Supplies
- The Peppertree, Restaurant & Cafe
- Wright's Select Meats, Butcher