



General Meeting

Tuesday, 20 September 2016

In attendance

Rebecca Hembling
(RH)
Nicole Royan (NR)
Lynne Graham (LG)
Heather Locker (HL)
Jennifer Smith (JS)

Kim Birstins-Crabtree
(KB)
Penny Borrill (PB)
Fiona Cuthill (FC)

Sandra Forman
(SF)
Marianne Topple
(MT)
Mary Wright (MW)

Agenda Items

1. Welcome & Apologies

RH opened the meeting at 7.05pm.

Apologies were received from the following members: Kath Wilson, Lisa Fox, Michael Brown

Special guest from School Photographer (our school photography provider). Expressed their apologies for the photography issue at the beginning of the year. There will be new packages next year that include parents' choice (formally named elite package). There will also be a book available. There was a back drop used for siblings photos which can be used for other photos in future if need be. The School Photographer can also create a virtual tour for the school website; this will help to promote the school. The School Photographer currently does the kindergarten invites; a new style will be available next year.

2. Minutes of the Previous Meeting

Motion: To accept the minutes from the previous meeting.

Moved: Heather Locker

Seconded: Rebecca Hembling

Motion carried.

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

Updating the website. LG to email SF with changes to be made.

4. Correspondence

Email from Deb Skyes regarding minutes and website.



Vote: To change the wording from the previous paragraph regarding the uniform shop. All in favour.

Moved: Jennifer Smith

Seconded: Penny Borill

Motion carried.

5. Principal's Report

Diary Dates

Kindergarten orientation P&C to do morning tea. Stepping stones will be the three consecutive Fridays following - 2-3pm. Refreshments will be available and there will be an opportunity to connect with others in a social situation. On the third Thursday SF will be conducting a literacy session.

LMBR - goes live on 17th Oct. Big changes for the school. Training is continuing - SF has completed 5 sessions and the Office ladies have completed 9-10 sessions; they are big days. ESR is used for reports and attendance - moving to new system for awards, rolls and behaviour. It will be fantastic when we get the hang of it. The system follows the child from Kindergarten to year 12. APs went for training last Wednesday.

Sport and special group photos will occur on 21st Oct - Week 2 at 9:30-11am. Children come dressed in their uniform for their first photo - band, dance, choir, sports.

School captains for 2017 - start talking to captains. self-nominations will be accepted by year 5 students if they are interested. We will begin to talk to the students in the first 4 weeks - where there will be opportunities to self-nominate and then take it from there. A list of the criteria will go home and it will be in the newsletter for parents to read.

An interrelate session was held the other night. Maya was great and made children feel comfortable. Yr 6 interrelate will be in term 4. There will be 4 sessions in total - during the day. Child protection unit has helped to make children comfortable. All content comes from the D of E. Teachers read word for word. Class teachers do this unit so children are comfortable.

Janine Boyce - Film by The Sea film. Our entry will be shown at the Film by The Sea premiere. Children are going to the matinee. This is a great achievement. Children write the script, do some of the filming, and build some of the props.

Week 2 create south - 9 children have been chosen to participate in workshops singing dancing , props, scripts.

Currently there are 53 children enrolled in kindergarten in 2017.

Friday Forums - Number 3. The numbers are increasing. Lisa Fox conducted a survey to find out what is of interest. SF - presented how reading is taught at school. KC found the agenda worked better. It was a casual chat but it is also an opportunity to learn. Suitable apps for children was discussed by KW.

Maintenance - there was a hiccup with the quote and the final check revealed the stairs and KW's carpet weren't included. Hopefully the work will still be done in the holidays. The tree



work will be done in the holidays at a cost of \$20,000. The existing sign for Ruby Rd is dangerous. All maintenance is classed as a project according to the D of E. Submissions are to be sent by SF for approval. The replacement of the sign could take up to a year.

The gutter at Tom Thumb will be fixed. The new staff at OOSCH are great.

Camp is going well. Cold but well.

Mummy madness markets - 6th Nov

High school transition program will be run again. The program consists of different subjects that are offered in high school. It involves year 6 students learning how to read a timetable and map, keeping a diary, remembering items for different subjects - apron etc.

6. Treasurers Report

JS presented the Treasurers report (see attachment 1).

Motion: To accept the Treasurers Report.

Moved: Kim Birstins-Crabtree

Seconded: Heather Locker

Motion carried.

7. Fundraising Report

Father's Day Stall: made a profit of \$947.22 - less than the Mother's day stall. The increase in price received some negative feedback. There were no lay-bys and there were plenty of cards left over which can be used next time. All unsold items were returned to stores of purchase and some left over snack bags have been kept for lucky door prizes for the term 4 disco. There is a box of old Father's day stall things to be used or donated to charity Children didn't buy as much as they did on Mother's day.

Sponsorship program: LG to do in the interim until a more permanent person can take over. RH has put a call out.

Bakers delight: ask where you can use the rewards card - only at Southgate? free bread.

Mummy Madness Markets: the P&C will host a cake stall on the day of the markets and have the canteen open for sale of drinks, chips and ice blocks. KC and PB will run this project with support from NR and will also call on volunteers. RH unable to attend or assist due to other commitments on that day.

Fundraising ideas - mufti days (not popular with teachers and these are generally used for fundraising for charity events), bricks for anniversary (get an info pack), candles \$5-\$8 per candle for cocktail party. Banner for fence for our 50th anniversary event - contact school photographer.

Committee to be formed for 50th Anniversary celebrations.



PB suggested the possibility of class reps to assist with fundraising support. Reps will be responsible for getting x amount of volunteers for each allocated activity. New model to be promoted in the new year and class reps to be allocated / sourced.

8. Canteen Report

NR presented the canteen report (see attachment 2).

August

No volunteers - desperate - put roster in newsletter with holes to see

Motion: To accept the Canteen Report.

Moved: Fiona Cuthill

Seconded: Jennifer Smith

Motion carried.

9. Uniform Shop Report

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

Motion: To accept the Uniform Shop Report.

Moved: Heather Locker

Seconded: Fiona Cuthill

Motion carried.

10. General Business

Rebel voucher LG to email SF.

Next meeting is 18th October @ 7pm in the staff room.

RH declared the meeting closed at 9:10pm.

Action Items 2016

Item	Action	Responsible Person	Status Update
1	Online ordering for uniform	RH	Completed Determined not viable option for the school given costs involved.



2	Wide brim hat to be added to the current school uniform.	KB	Completed
3	Have KB added to the bank records for purposes of viewing uniform shop account via netbank.	RH	Completed
4	Contact executive and members to have OOSH sub-committee established	RH	No longer necessary
5	Add Jennifer Smith to bank signatory	RH	Completed