

Minutes of General Meeting

Date: 12 September 2017
Time: 7.30pm
Location: THPS – Teacher’s Staffroom
Chair: Jen Clark - P&C President
Attendees: Gai MacLennan – Principal
 Amie Frankel – Vice President
 Sarah Gerdovic- Executive Secretary
 Georgia Wilson
 Andrea Whitlock
 Cathy Macnamara
 Barb Louis

Apologies: Nikki Watts, Sharon Donaldson, Curt Wilson, Maria Brady, Shane Clements, Tony Watson

Matters arising from previous minutes- NIL

The minutes of the previous meeting held on 8 August 2017 to be accepted as a true and proper record.

Moved – Sarah Gerdovic

Seconded – Georgia Wilson

Agenda items:

Item	Discussion
1. P&C Secretary	<p>1.1 Correspondence In (Secretary)</p> <ul style="list-style-type: none"> Letter from Dick Smith with \$1000 donation which was utilised for the Annual Fundraiser Letter from Jason Falinski MP Member of Mackellar – congratulations to our school regarding an event, however, it appears it was an error and / or sent to the wrong school. Parent & Citizen Journal for Term 3 received and distributed. Let’s Party – Balloons discount voucher received and could possibly be used for Year 5/6 Dance. Andrea to pass to Sue Potts A number of packages and other correspondence have been passed onto the events team. <p>1.2 Correspondence Out – President</p> <ul style="list-style-type: none"> Belle property may do direct sponsorship opportunity with us in 2018 (Music scholarship or updated library computers with them donating a computer to the school each time a sale via the school goes through them). Gai also has some additional ideas. Letter and cheque went out to Annika Fowler's family in relation to swimming expenses for her meets and travel expenses, etc.
2. P&C Treasurer Report	<p>2.1 Report: Curt Wilson</p> <ul style="list-style-type: none"> Apologies sent from Curt and reports will be coming ASAP

Item	Discussion
3. Events Report	<p>3.1 Report: Jen Clark</p> <ul style="list-style-type: none"> • Bogan Bingo A very successful night with lots of positive feedback, 150 people attended (inc. teachers, parents and sponsors). 30 up from last year. Roughly \$15,000 profit (waiting on a couple of other expenses to clear and sponsorships to come in). We have purchased over \$2,000 worth of resources 65% raised by over 50 families on the night and the rest was paid for with profits of events. Silent and live auctions were down but class donation prizes were up, tickets sales up and sponsorship up. All in all a fantastic night. Liked outsourcing Entertainment so we'll see what we plan on doing next year with a different Company. • Father's Day stall Seemed successful, the SRC was involved for the first time and seemed to enjoy selecting the presents. Cathy Macnamara to provide figures on profit - TBC at the next meeting. • Father's Day raffle We raffled 5 prizes and made \$945 profit • Costume box fundraiser \$100 has just been deposited into account so hopefully we get more for Halloween costume purchases. Plan to start advertising that soon on social media and newsletter. • Movie night The event is plugging along, signage and booking forms will be coming out soon; change of date to be Nov 4 only. Hope for good weather or it will roll over to next year. If we do have movie night Term 4 we are proposing not to run one in Term 1 and we'll propose a new welcome event. Being so close to start of school we are inviting all incoming kindy families.
4. Canteen Report	<p>4.1 Report: Sharon Donaldson</p> <ul style="list-style-type: none"> • Roster Roster came out in Week 7 and we have a fair few vacancies that need to be filled. If they can't be filled, we will be closing off the canteen early so people do not do online ordering. We may end up having to close the canteen 2 weeks earlier than we wanted to if we don't find volunteers. Unfortunately, this means we will be paying \$30 for approximately 8 weeks that the canteen won't be open. Georgia is doing her best to try and recruit more volunteers but she hasn't had too much success so far. Georgia to look into Sign Up Register and possibility of split shifts. • Fresh Food for Kids After 3 weeks of fresh food with kids and the feedback so far has been very positive. Parents have told us that their kids are trying new things which is an amazing result! Unfortunately, this will end at the end of the term and whilst we will endeavour to keep some of these items going, it is not viable for Fabi and Sharon to keep doing this work. • Continuing Menu and 2018 <ul style="list-style-type: none"> ○ As you know, OKF drinks and Jumpy's have been eliminated from our menu as they do not make a star rating at all. We have now replaced these with Sweet and Salty Popcorn, salt popcorn, cheese, pizza burger Monkeys (these are a quinoa and sorghum based chip) and Chill Fruit Juice drinks which are popular. ○ Sushi is very popular and is ordered regularly. ○ Limiting the pies, sausage rolls and noodles has been a great success and we will most likely continue this trend going forward however they will not be on the same days. These items (apart from noodles which don't make it at all) fall under the occasional category so we need to limit them on our menu to once a week. Nuggets will also need to be limited as well as chicken wraps. We would like to start fresh chicken wraps/sandwiches/rolls and will hopefully have these in week 4 of the fresh food for kids. We are just trying to work out the logistics of this without Fabi and I spending more time in the canteen. ○ Fabi and Sharon have been spending copious amounts of time in the canteen and are looking forward to the holidays. They do not feel this commitment is sustainable and would like the P & C to look into hiring a canteen supervisor moving into 2018. Look forward to discussing this further. ○ Costs and investigations to be undertaken for Canteen Manager. Look at lunch only or sushi only days ○ Georgia look at approaching people personally as a recruitment drive. ○ Jen to mock up a volunteer sheet for new Kindy information evening with expression of interest and then we can personalise it with individual follow up.

Item	Discussion
5. Uniform Shop	<p>5.1 Report: Andrea Whitlock</p> <ul style="list-style-type: none"> • Term 4 Week 1 Summer uniform – 6 new families to kit out in the coming weeks • Uniform Shop to start on Munch Monitor <ul style="list-style-type: none"> ○ After discussions with the developer they have enabled components for us to utilise free of charge to try and make it work for our purposes. ○ It was noted that this is a relatively new system with only one other school using it for Uniform Shop functions ○ It was agreed that we implement Munch Monitor for the possum box. Data entry would start immediately with a roll out date being the last week of Term 3. Therefore on Monday, Wednesday and Friday morning the canteen volunteers would print off the orders and leave it in the possum box. Orders would be filled by the Possum box volunteers, with the intention that no cash / credit cards would be processed by the possum box volunteers. The Wednesday shop volunteers would handle cash/manual credit card orders in the box and the payments put through as per usual. Eventually this would mean that the Possum box could be staffed with a single person. ○ At this stage the uniform shop won't have a computer but will look into this in 2018. ○ Note to be put in Yaraandoo to advise parents of new system. <p>Mould issue</p> <ul style="list-style-type: none"> • Team going in on Wed to clean it up. Looking at a dehumidifier. Sarah Gerdovic to talk to Carol Parr of Mitey Fresh about coming in to talk to Andrea about a solution. <p>Volunteers</p> <ul style="list-style-type: none"> • Two new volunteers starting on Friday <p>Order Form</p> <ul style="list-style-type: none"> • Amie to update form and remove credit card details
6. School Council	<p>6.1 Report: Nikki Watts, Amanda Coleman, Viv Sellars</p> <ul style="list-style-type: none"> • Forum held last night with random selected parents to participate some of the topics discussed: <ul style="list-style-type: none"> ○ Wellbeing in the school – parents mostly liked the well-being week, ○ Learning Support ○ What the school could do to support the parents etc ○ RFF - Music and Italian classes people really like the idea of specialist subjects ○ Feedback to parents re reports and parent teacher interviews – appreciate the time and like the new report format. ○ Visible learning to be extended on ○ Physical environment – shade was the obvious one. Suggested broad rims hat for everyone which has been amended in the Uniform Order Form already. ○ Topic Talks to be included in newsletter. ○ Workshops for parents for cyber space bullying, Interelate etc
7. Principal's Report	<p>7.1 Report: Gai</p> <ul style="list-style-type: none"> • Sign has been approved and is all ready to go. Trench needs to be dug for the power. • Shade has gone to assets • Thanks for all the events team for all their hard work with the Annual Fundraiser • Father's Day BBQ for the Dads went really well and it was fantastic assistance having the mums that came to help. Games were great too. Thanks for the teachers that opened up the classrooms and let the Dad's into see the kids school work / activities. • Debaters won at Zone and the Year 5 are off camp who showed promise at Collaroy. Our kids will go to final next Tuesday if they get through they will go on Thursday also . • Afternoon of notables (Year 5 & 6) is on tomorrow and the kids will present their monologues of people they admire. • Year 2 & 3 intensive swim class for 2 weeks, then Kindy and Year 1 for 9 weeks next term. • Naplan testlets is online next week.
8. Assistant Principal	<p>8.1 Report: Tony Watson / Shane Clements</p> <ul style="list-style-type: none"> • Tony and Shane both unwell and unable to attend this meeting.
9. General Business	<p>9.1 Council Election Cake Stall</p> <ul style="list-style-type: none"> • Well received by the community and lots of praise for the kids that manned the stall - \$1533 made for the Year 5 & 6 dance.

Item	Discussion
	<p>9.3 Any other matters of general business?</p> <ul style="list-style-type: none"> • P&C Life Membership - Amie to undertake to get nominations / information in the newsletter. Gai, Jen, Sarah, Andrea, Cathy to form the voting panel. Amie to investigate new boards designs and pricing. Nominations due 10 October, 2017. • Wednesday 13th December final P&C with Cheese and Wine please diarise.
10. Next Meeting	Next Meeting – Tuesday 10th October 2017