Belair Public School P&C Minutes

20/05/2015 Start time: 7.04pm

Attendance:


Apologies:

Warwick Beard, Stacy Dean, Christine Clifford.

Review minutes from last meeting:

Accepted by Jenny Peterson, seconded by Matthew Morrison.

Business from previous minutes:

• None

Correspondence in:

• CBA promotional letter for treasurer
• ASG National Excellence in Teaching Awards promotional material
• Parents and Citizens magazine

Correspondence out:

• None

Principals report:

• Presented by Rozi Marsh.
• Matthew Morrison to be the P&C representative for out of zone enrolments.
• See report attached.

Treasurers Report:

• Presented by Col Jackson.
• Balance as at 20th May 2015:
  o General account = $17,243.45
  o Canteen account = $2,241.55
  o Uniform shop account = $4,652.30
• See financials attached. Accepted by David Crane and seconded by Christina Price.
• Discrepancy with CBA over Mother’s day amount counted and deposited.
• Gareth Collier met with Col to initiate handover of the treasurer’s role and discuss process improvements. Gareth also taking notes to be formalised as a manual of procedures for treasurers role. Gareth is undertaking a shadow role until September and will be taking over solely for the rest of the year in Col’s presence.
• Gareth proposed we conduct more payments electronically. This needs to be investigated to abide by regulations on dual signatories and allowing dual authorisation online.
Uniform Shop:
- Presented by Tina Wilkie-Miskin.
- Spike in business due to cold snap with jackets and stocking.
- Uniform moratorium committee presented draft questionnaire. Final to be completed for the next P&C meeting.

Canteen Report:
- Presented by Sonja Cooper.
- Some new mums coming in to help.
- Blinds broken and tap needs maintenance. School GA to address.
- Emma H & Katrina: Proposal for gluten free sandwiches can be toasted for students in the canteen. Have to be OK’d by office. Going to trial it with a note from parents to the office of the children who can use this service.
- Col: Proposed the option of a single full time canteen supervisor or allow a job share role. Consensus is the single role to continue as is.

Fundraising:
- Presented by Katrina.
- With Mother’s day over, looking for Father’s to support Father’s day stall.
- Advertised fundraising meeting is 30 mins before P&C meetings.
- Discussed putting more notification online and in the newsletter on what the P&C fundraising money is going toward.

General Business:
- Tina: Address book not going out this year. To be addressed next year and maybe not to continue as is with modern phones.
- Luke: Brought to attention the demand for electronic school newsletters. The school has already been progressing via SkoolBag.
- Luke: Thanked Katrina for her efforts on the Mother’s day stall.
- Luke: NSW School Eco Grant submitted and awaiting Coles Garden Grant status at the end of the month.
- Sandi: No flags out at the crossing area outside OOSH at 8:40.
- Emma A: Regarding the Disco. Not enough lighting leading out to the top exit (near drive way).

Action List:
- Sonja: Engage GA for minor canteen repairs.
- Sonja/Emma H: Trial toasting sandwiches.
- Col: Close up CBA money matter.
- Moratorium committee to finalise survey.
- Katrina: Sourcing a school banking volunteer to split the role away from the treasurer.
- Gareth: Continuing on with shadow role with Col and look into dual online authorisation for payments.
- Rozi: To discuss lighting and steps with Mr Beard during night time events.
- Luke: Add missing parking signs the council took to next months agenda.

End time: 8:55pm