

PADSTOW HEIGHTS PUBLIC SCHOOL P&C

Wednesday 2nd August 2017

Opening: 7.00pm

Present: Cassandra Gledhill; Ray Mohandas; Janine Simons; Melanie Northcott; Simon Gorham; Donna Richards; Maria Renzo, Suzy Colbran; Leanne Iverach; Bettina Vogel; Thelma Varvarigos; Rene Kapsmalis; Lisa Dwyer (A/Principal); Brooke Skead

Apologies: Anna Milinkovic Lindy Bryant (Principal); Jacqui Tiberti; Catherine Farthouat; Sylvia Mitrevski

Approval of Previous Minutes: Cassandra Gledhill & Mel Northcott

Business Arising:

- Year 6 Farewell - Brooke to be P&C committee rep. Met with committee and captains parents & Ms Julian.
Proposed that P&C pay for Yr 6 to attend \$15 pp and not yr 5, and for additional items such as decorations etc.
Discussion – previous years some things donated, can we push for that first? Question re. fundraising and what is done, the schools arranges the fundraising and uses those funds for gifts and other items P&C supplements this. Some people voiced concern about this being an ongoing cost at a high amount comparative to the fundraising.
The money allows all students to come without prejudice and allows teachers to come as well. Vote – majority passed, one against. Donation to occur as proposed.
- Colour Fest - Sunday 5th November, seeking sponsorship and looking at options for running the day and having stalls to entertain people on site after participation.
- Family portraits - waiting to hear back. Aiming towards the end of the year in time for Xmas.

Correspondence In:

- ACNC Winter Quarterly
- P&C Federation Motion regarding SRE
- Update to Paypal account
- RREPP ethical fair trade uniform supplier
- P&C Federation e-Bulletin
- P&C Federation Membership and Insurance renewal
- David Coleman newsletter
- Media Release Gonski 2.0
- Order form on Schoolzine app need updating
- Uniform shop change to polo concerns
- DoE account adjustment note

Correspondence Out:

- June minutes
- Gonski call to action

President's Report Leanne Iverach

Big thanks to Jacqui and her helpers for organising Ready, Set, Shave and Colour, it was a huge success. Thanks also to Mr Wilsen, Mr Lenard, Mrs Biddle and Miss Patterson for participating and thanks to Dom from Dom's Hair Studio and Nez from Glamazon for donating their time. The morning was lots of fun.

Thank you to the two families that each donated a brand new BBQ - your generosity is greatly appreciated.

Open Day was another fundraising success. Thanks to Bettina for organising the BBQ, the set up looked fantastic under our two marquees. Thanks to Mel for organising the grandparent's morning tea, thanks to Janine for organising the cake stall and thanks to Ray for organising floats, paying the accounts and banking all the profits.

During the holidays Mr Royce popped into the school and painted the chalkboards in the car track & sand pit area - thank you so much, they now look revitalised.

Thank you to the teachers that organised the Film Festival last night - it was great to see how creative and talented the Stage 2 students are.

Housekeeping:

I would like to take this opportunity to remind everyone to be considerate when others are speaking. Please do not talk amongst yourselves when someone is giving a report, asking a question or answering a question.

Suzy has asked all those that give a report at our meetings to email it to her prior to the meeting to assist with minute keeping. With this in mind, I would like to ask you all to hold your questions until the end of the report, at which time the person will ask "any questions?" From this point, Suzy will take note of the questions asked and answers given, so that a more accurate account of the meeting can be recorded. Please be mindful of Suzy during this time allowing her to keep up.

When it comes to approving minutes from the previous meeting, please take the time to carefully read them beforehand. If you feel that you have been misrepresented or something you said has not been recorded, please let Suzy know.

Questions/Discussion

Discussion on the loss of the BBQ and where they came from. Yr 6 donation 2015. After thanks to the 2 families for the BBQs. To be chained/locked up.

Film festival discussion – went fantastically and the kids were really excited and then awards. Very creative.

Can it be just before (reports)? Yes 😊

Treasurer's Report

Ray Mohandas

Approved by Renee Kapsmalis Seconded by Janine Simons

Opening Balance, as at the 31st of March was \$9855.44 for the Main a/c and \$14961.69 for the Uniform a/c. A grand total of \$24817.13

We had no outstanding cheques from May. We wrote four cheques from the main account to the value of \$200.96 and no cheques in July.

We had no outstanding cheques and wrote three cheques to the value of \$1330.76 in June and one cheque to the value of \$967.00 in July from the uniform account.

We received \$0.00 in Interest.

We Banked \$\$3047.25 in June and \$2059.00 in July. (See figures page for breakdown of deposits)

The uniform Shop Banked \$3231.50 in June and \$2557.50 in July

The Closing Balance as at 31st July was: Main A/c \$14760.73 and Uniform A/c \$18452.93.

A Grand Total of **\$33213.66**

The P and C Federation membership and insurance have also been renewed.

Membership was at a cost of \$425.00, + standard insurance was \$380.00, as that only gave us \$5000.00 property cover, we elected to extend our coverage to \$40000.00 at the cost of \$480.00.

So our total was \$1285.00

I was unable to lodge a copy of our Audit Certificate as required at the time of renewal but will post a copy this week.

Questions/Discussion

Approval for the insurance was exec and office bearers, had to be done by 31 July – discussion on property and assets and what their worth is, we had stock but not knowledge of other items and costs for replacement. It may be beneficial to have the items engraved.

Opening Balance as at

31st May 2017

	Main A/c		Uniform A/c	
	\$9,855.44		\$14,961.69	
TOTAL.				\$24,817.13

Wdl's

Chq #2997	\$60.96	Chq #028	\$452.38	
Chq#2998	\$60.00	Chq #029	\$350.00	
Chq#2999	\$40.00	Chq#030	\$528.38	
Chq#3000	\$40.00			
Total	\$200.96		\$1,330.76	\$1,531.72

Dep's

Mother's Day Stall	\$12.00	Cash Dep	\$1,296.50	
Hair	\$1,131.00	Direct Dep	\$229.00	
Hair EFT	\$390.00	Paypal	\$1,706.00	
T2 Cake Day	\$1,076.05			
Gold Coin For Cancer	\$438.20			
Total	\$3,047.25		\$3,231.50	\$6,278.75

U/P Chq	\$140.00		\$528.38	
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Closing Balance as at

30th June 2017	\$12,841.73		\$17,390.81	\$30,232.54
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Outstanding Invoices

<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$30,232.54</u>

Opening Balance as at 30th June 2017

	Main A/c		Uniform A/c
	\$12,841.73		\$17,390.81
TOTAL.			<u>\$30,232.54</u>

Wdl's

June Unpresented Chqs	\$140.00	June Unpresented Chqs	\$528.38
		Chq #031	\$967.00
Total	<u>\$140.00</u>		<u>\$1,495.38</u>
			<u>\$1,635.38</u>

Dep's

Open Day Donations	\$106.65	Cash Dep	\$847.50
T3 Cake Day Morning	\$808.00	Direct Dep	\$720.00
T3 Cake Day Lunch	\$403.70	Paypal	\$990.00
T3 Cake Day Afternoon	\$50.55		
Open Day BBQ	\$681.10		
Hair Day	\$9.00		
Total	<u>\$2,059.00</u>		<u>\$2,557.50</u>
			<u>\$4,616.50</u>

U/P Chq
Closing Balance as at

31st July 2017	<u>\$14,760.73</u>	<u>\$18,452.93</u>	<u>\$33,213.66</u>
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Outstanding Invoices

<u>\$0.00</u>	<u>\$0.00</u>
	<u>\$33,213.66</u>

Uniform Shop Report

Donna Richards

Approved by Ray Mohandas

Seconded by Brooke Skead

Email response to damaged polos received 12 replies totally 27 shirts. As I did not want to delay this any further I advised Beare & Ley, supplier came back to advise that they would replace the remain stock that is in the Uniform shop which was added to the above order, so

the order was increased by an additional 44. Total order for the short sleeve polo's 71. So all current stock that was been held is now boxed ready to go back to Beare and Ley once delivery has been received. There is very limited stock that is available to be sold.

The Long Sleeve Polo's that where ordered on the 5th May 2017 where received on the 20th July 2017 (10 weeks).

Seeking approval once the short sleeve order has been received and affected polos replaced to parents that have responded, looking to keep excess stock so that if this problem continues allowing the time it takes to make and deliver these items the shop holds more than normal levels to accommodate with the sales.

Propose to hold at least 100 units ranging in sizes.

The new striped bomber jacket has been received well, wonderful comments in regards to the thickness and quality of the garment, have sold over 70 jackets to date. Of the old jackets current stock levels are size 4 x 24 size 10 x 4 and size 16 x 1 (total of 29 jackets remain in old style). If we can continue to sell the old jackets at the reduced price of \$25 until sold out.

Jackets

Also seeking approval to order spray jackets. Held now. Discuss/gain approval to order some spray jackets.

Current stock is:

SB Nil
MB 10
LB 8
S 1
M 25
L 29

Stock is depleting fast small sizes up to Small have almost sold out.

Last communication from supplier Angel Sportswear they have advised that minimum order amount is 200 if the factory approves. Factory is located in China.

Turn around time on orders is approximately 6 months (could be longer) so the uniform shop seek approval to order the 200 units now in preparation for winter next year.

Process is that we pay half up front balance to be paid on delivery.

Last order was in May 2015.

Discussion - We need to order 200 of them Donna and Leanne have both looked for the same style elsewhere and they are not as good.

All in favour, Ray to talk to Donna re split order. Think this is what has happened in the past.

Questions/Discussion

Discussion of the issues with the lemon polos and the time, it will take 4-6 weeks for Beare and Ley to make them. Discussion with Lindy, Donna and Leanne was that we shouldn't have such issues. Uniform change cannot approved at a meeting, DoE policy dictates such a large change needs to have more discussion.

Approval to have extra stock lemon short sleeve polos, this would be standing stock to order, and look at earlier purchasing practices – all in agreeance.

Should there be a \$\$ number as a maximum – as with another business and a process and guidelines - Leanne notes - from the polo issue, it has been brought to our attention that there needs to be a school uniform policy. Leanne & Donna have decided that there needs to be guidelines to support this and the operation of the uniform shop. Need to include the approve the stock order for orientation and policies unit/dollar limits.

Fundraising Report

Bettina Vogel

Approved by Thelma Varvarigos Seconded by Cassandra Gledhill

So we successfully did the open day 2017.

The results were:

\$1261.70 for cake stall

\$681.10 for BBQ

\$107.20 Donations - \$2050 in total.

The number for the BBQ was a bit disappointing.

I didn't hear any complaints about waiting time or so (please let me know otherwise), so it's probably down to the fact that there seem to be less people there.

The communication and flow during the sale seem good and everything worked well apart from the amount of leftovers we had. We sold the leftover breadrolls to the canteen and some of the other items to different people.

We still have 50 sausages as well as 3kg raw onion and some cooked onion left in the freezer for fathers day.

I created a file on the google drive including all the information about the open day and also some 'looking back' part. It includes all three parts of the day (cake, grandparents and BBQ), so if someone wants to have a look and add something, please feel free. (Folder 2017-07 Open Day/ 2017-07 Open Day Information.doc)

There came up a few things during the event (gauges for the gas bottles, proper cashier for P&C) which we can discuss in the general business if necessary. One major one was the quality of the sausages (poorly filled and lot of fat during cooking) and the other one is the new BBQs. By the way, they work really well, but we need to make sure that they kept in good condition.

A big thank you to all the helpers and please add a thanks you note in the next newsletter.

The next event is the father's day breakfast, that comes up in less than four weeks.

Cash box look into it \$\$ and approved the gas gauge.

Questions/Discussion

Would like to have a a new cash box – suggest 2 – approved.

Barry's sausages not good quality \$1.35 per sausage plus 40c per roll. Panania bread shop charge less, and deliver. Also suggestion on trying the butcher in Padstow - Win Luck butchery, Renee buys from Woollies, tried a Bankstown wholesaler. Could try Primo, need a letter from the school.

Day being different, there was less people. Feedback on the food was that it was hot.

A couple of parents have commented that because the kids weren't in anything not to come, and note did not have grandparents day on the note.

Elatte have offered vouchers if we want them for donations.

Father's Day less than 4 weeks. Need to start planning the raffle, Janine had the idea of the meat trays for a raffle.

Year 6 Farewell

I have met with both the committee consisting of myself and the captains parents to get started on the organising of the farewell. I have also met with Ms Julian who will be the teacher in charge of the farewell. Before this meeting tonight, I met with Leanne to go over previous years farewells.

We propose the following:

1. The P&C continue to support paying for the Year 6's and the teachers to attend the farewell. Year 5's pay their own. \$15 per head. This year approx 50 students & 20 teachers.
2. The P&C continue to support paying for additional items required to run the farewell including DJ's, photos, decorations, lollies, cakes etc etc. Some items get donated or offered at discounted rates, so we ask for a budget for us to use too cover the cost of these items. Each year will differ from what is donated, so if we can approve what has been spent over the last few years. I'm thinking around \$1000 (plus the food as mentioned already).
3. I will report back to the P&C each meeting of how things are going.
4. As nothing has been documented for the P&C over the years, we will use this year as our "planning" year, we will compile a file with all that needs to be done each year so that it can be used as a starting platform each year.

Band Report

Approved by Bettina

Seconded by Ray

The bands both participated in the Engadine Bandfest on Thursday 29th June. There were lots of great bands performing with not all taking home gold. We were all so proud to take home 2 gold awards. The bands not only sounded terrific but looked so professional as well. It was great to see so many parents there as well.

Band rewards for term 2 were given to Miss Patterson for the raffle.

We have been asked again this year to perform at McHappy day at Padstow McDonalds on Saturday 14th October. We are booked into the 11am time slot. Miss Patterson will do an expression of interest note to ensure we have enough students available to perform.

Sylvia is currently working on a note to go home to all band families next week asking for a couple of parents to assist the committee for this year and into 2018 as this is my last year with the band. Hopefully we get some interest. Saturday 14 Oct 11am Ms Patterson expression of interest

Questions/Discussion

What type of commitment is needed– will be in the note

Assistant Principal's Report

Lisa Dwyer – Combined report with Principal's

Presentation Day – Proposed changes to Presentation Day

Reports – Proposed changes to student reports

Athletics Carnival – Feedback

Open Day – Feedback

Communication – Feedback boxes

School Photos -Monday 7th August. Sibling photos 8:30am

SDD – Language of Learning, Learning Powers, Growth Mindset

Panel Training – Week 5 Thursday or Friday

NAPLAN Readiness – Week 6 to test technology only

Father's Day Breakfast – 1st September

Hockey – Yr 2/3/4 on Thursday Week 5-10

Staff update- Jacqui Hodgetts

Film Night – Stage 2 was a huge success and well attended.

Student art works – 3 weeks to purchase

Local elections 9th September

Proposed changes to presentation to be a trophy – as a staff – academic, sport and learning powers – still have excellence and sports k-2 4 awards 3-6 5 per class – class recognition. Invites to both. Decided by the teacher.

q- P&C are you asking p&C to sponsor different award \$50 per class

Band ones have been organised with Mrs K usually, and yr 6's who've been in it for 4 years. Mrs D to arrange.

** Want feedback on what the parents think of reports? Looking at more a tick a box can/can't do or something simple with interview. *Could you bring your ideas to the next meeting – what would you like as parents?*

Questions/Discussion

- Feedback on Athletics carnival – Sylvania sound system is better. Markings weren't out on the grounds. Everyone misses the bacon and egg rolls of Renee's at Crest.
- Open Day - Feedback on classes, mixed responses on involvement and information given. Missed the dancing and specifics. Some grandparents felt it was boring. The aboriginal version of the national anthem was great. As were the artworks, all school involvement.

Kindy needing to buy 2 artworks, some parents were not happy and through it was a P&C thing. Some parents felt the artworks were not super quality - some stage 3 kids. Quite a few parents said \$10 per artwork was steep. Some kids feel the books should be able to be bought as well, missed the book buying.

Noted that after artwork sale – paintings 3 weeks then painted over and re-used. To be used to buy school laptops – it was noted in the newsletter.

- Looking for feedback on dance festival – Bankstown. Anyone can join but cost discussion on having costumes and dance teachers.
- Training for interview panels - Anna Maria Ray Janine – Thursday or Friday week 5
- Father's Day breakfast spruiking – Lisa
- Local election – 9 September – do something?? Discussion on the BBQ and cake stall, possible option small thing if ColourFest postponed?

Principal's Report

Lindy Bryant – report combined with Assistant Principal's

General Business:

- Council approval for pick up drop off – Leanne to look into this if all in agreement to try and formalise the parking. There are flags out and not enforceable and looked at how to get it to be enforceable, need community agreeance. Not much support given it in the past. Concern that the buses etc can pull in, in agreeance to look into it – YES.
- Missing BBQ – Mel noted it still has not been found, feelers have been put out. New BBQs donated.
- Spray Jackets order needed – Donna – in Uniform shop discussion above
- Insurance and volunteers requirements – SC Coordinator of the event to set up insurance. A guide on how to is needed for organisers Suzy with Bettina to set up.
- Members etiquette and conduct – RM – covered in Leanne's talk
- Can we do something for Bronwyn Koledziej – She is not super, what could we send to cheer her up? Earrings or scarf, magazine subscription, books, flowers, food...discussion – budget discussed. \$50 passed.
- Renee borrow BBQ and gas bottles for district carnival.

Date of next meeting	Wednesday 2 nd August 2017
Meeting closed	9.30 6 th September 2017 - 7pm
Financial Members as at Wednesday 1st March, 2017	Angel Lee Aube; Anna Milinkovic; Bettina Vogel; Brooke Skead; Carisa Mitchell; Cassandra Gledhill; Catherine Farthouat; Donna Richards; Estelle Ali; Jacqui Tiberti; Janine Simons; Kylee Sullivan; Leanne Iverach; Melanie Northcott; Natalie Barcz; Ray Mohandas; Rene Kapsimalis; Simon Gorham; Suzy Colbran; Thelma Varvarigos
Financial Members waiting for approval:	nil