

SAMUEL GILBERT PUBLIC SCHOOL

Minutes - P & C Annual General Meeting and General Meeting, Tuesday 1 April, 2008

Meeting opened: 7:35 pm

Membership of P&C	<ul style="list-style-type: none"> • Anyone wishing to join the P&C and in doing so have voting rights at these meetings was invited to join for a \$1 membership fee. Registration is done with the Secretary and the fee paid to the Treasurer who would issue a receipt. 	MR/ JC
Acceptance of Minutes of last meetings	<ul style="list-style-type: none"> • Motion to accept the Minutes of the P&C meeting 4/3/2008 – Moved: Alex Latham, Seconded: Lynnea McGowan, Motion Carried and the minutes were accepted as a true and accurate record of that meeting. • Motion to accept the Minutes of the P&C Executive meeting 26/3/2008 – Moved: Lynnea McGowan; seconded: Jackie Coleman, Motion Carried and the minutes were accepted as a true and accurate record of that meeting. 	
Presidents Report	<p>At the executive meeting last Wednesday a calendar of events for of events for the year was established. We have a fairly full calendar, which is attached to the agenda, aimed at both fundraising for our school, and strengthening the “community” of SGPS. We also filled a couple of very important positions - Fund Raising Co-ordinator – John Lawson; Parent Liaison – Kristen Parle; Social Co-ordinator – Tracey Imber & Lynnea McGowan. However as yet we have been fill the all important Fete Co-ordinator’s role.</p> <p>It has become apparent during my first month as president that some of the P & C, and P & C Sub-committee rules need to be updated. (E.g. under the current rules we are meant to hold a dinner dance every year in term 2.) There fore I suggest that we have a full review of all these rules during the year. I know that the band committee have already commenced this process and I look forward to meeting with Wendy to discuss their draft rules.</p> <p>Also coming out of the executive committee meeting was the need to schedule these meetings later in the month to enable a more accurate Treasurers report to be presented.</p> <p>I would also like to see the introduction of a School Services (and Skills) Directory, so as to encourage the school community to use other members/ supporters of the school community, for mutual benefit. To this end if this meeting approves we will be sending out a form to all school families to gather the necessary information. Providing this information will be entirely voluntary.</p> <p>A very successful working bee was held at the school on Sunday 30th March, with nearly 30 families attending, A great deal was achieved especially in the areas leading to the office, behind the hall and near the bottom Gilbert Road gate. While much was achieved towards the tidying and beautification of the school grounds, it also highlighted the need for much more work to be done. To this end I propose that we schedule further working bees in terms 2, 3 & 4. I would like to extend my special thanks to Chris Coe whose drive and vision made the day possible and whose untiring work towards the quality of the school environment is greatly appreciated. (Letter)</p> <p>Also to Mary-Anne Martin, our soon to be leaving Principal, who made the best scones ever, (Devonshire Teas at the Fete perhaps?), and wheeled many barrow loads of bark all day.</p> <p>I am sure that Radox was used by the bucket load by all that gave so much on the day. Thank you and be very proud of what you achieved, and remember to recruit more help for the next one.</p> <ul style="list-style-type: none"> • Motion: To develop a services and skills directory for parents, Moved: Miranda Ransome, Seconded: Emma Brock, Motion Carried. • Motion: To review the Rules of the P&C and all its sub-committees, Moved: Miranda Ransome, Seconded: John Lawson, Motion Carried. 	AW
Treasurers Report	<ul style="list-style-type: none"> • Refer to Audited accounts and the Budget presented at the meeting • Approval of cheques for January and February. Motion to accept cheques as listed in the accounts, Moved Miranda Ransome, Seconded: J 	JC

	<p>Doherty, Motion carried.</p> <ul style="list-style-type: none"> Jackie Coleman sought clarification as to the project status and expenditure for the COLA, Instant Shelters, and Basketball lines. Mary-Anne Martin stated that these projects were complete and no further funds would be sought from the P&C – all final payments have been made. Motion that the P&C has now completed its financial obligations with respect to the COLA, Instant Shelters and Basketball lines and no further funds will be spent by the P&C on these items, Moved: Jackie Coleman, Seconded: Miranda Ransome, Motion Carried. Budget. Budget as presented at the meeting. Motion to accept and approve expenditure for the following functions: <ol style="list-style-type: none"> LG Election BBQ Fathers Day Stall \$880 Pavers Project \$2000 Carols night \$750 Trivia Night \$500 Year 6 farewell \$1200 <p>Moved: Jackie Coleman, Seconded: Frank Walter, Motion carried.</p> <ul style="list-style-type: none"> Student Insurance: Motion for P&C to pay Student Insurance, Moved: Jackie Coleman, Seconded: Emma Brock, Motion Carried. It was agreed that the Budget would be published in the Newsletter. Motion to move the P&C meetings to the 2nd Tuesday of each month, this will give the Treasurer, Uniform shop, Band and Canteen to receive bank statements and prepare accounts, Moved: Jackie Coleman. Seconded: Miranda Ransome, Motion carried. The Term deposit is maturing on 9 April. Motion to rollover \$50,000 for another 3 months, Moved: Jackie Coleman, Seconded: Allan White, Motion carried. Jackie Coleman will develop a proposal for review by the P&C that suggest a new financial year period for the P&C. Action: Jackie Coleman 	
<p>Principals Report</p>	<p>Annual School Reports: The 2007 Annual School Report has been printed and will be received by all families by the end of the week. The report highlights school achievements throughout 2007 and flags targets for 2008. I recommend it to you.</p> <p>Technology Update: Six new Smartboards and a new projector in the Computer room have recently been installed. This means that all students across the school now have greater access to this wonderful technology. Smartboards were installed in the library, 2T, 3J, 4E, 4/5/6J and 6C classrooms. Teachers in all grades now have improved access to this terrific teaching tool. As I walk around the school those boards are consistently in use. Cabling commenced this week. It is expected this will be completed by the end of term. The purchase and installation of a new server will be the next aspect of our upgrade. Thank for your wonderful support as we seek to enhance our school's technology infrastructure.</p> <p>School Canteen: One of the wonderful services the P&C offers to our school is the canteen which operates a very efficient and competitive service to our families. The canteen could not run as effectively as it does without the dedication of the canteen coordinators. One of our coordinators – Julie Dalmazzo is resigning at the end of the term. Julie has given 5 years of dedicated service to ensure the needs of our students and families are met and I'd like to take the opportunity to thank her for all she has done and wish her the very best for her next venture.</p> <p>Canberra Excursion: It was a great privilege to accompany Year 6 on their Canberra Excursion last week. The excursion provides many wonderful learning opportunities but also enables our Year 6 students to enrich their interpersonal skills. The students were fabulous school ambassadors and were complimented on their behaviour and participation by guides, their bus drivers and members of the public. I'd also like to thank Mrs Hart, Mrs Smith, Mr Crossman and Mrs Cooney for all of the time they invested in planning an excellent excursion and for giving up their family time to accompany the children.</p> <p>Working Bee: It was fantastic to see the wonderful response to our first P&C Working Bee this year. A big thank you goes to the 24 families who attended. I'm</p>	<p>MM</p>

	<p>sure you'll agree with me their efforts have made an amazing impact on the physical appearance of our school. They were so keen they worked overtime not finishing until 2:30. Thanks also go to Chris Coe for coordinating the activities and Cathie Barclay for her support. Thank you also to the Australian Plants Society who donated seedlings for us to plant. It would be great to see this become a term event.</p> <p>Cross Country: Our Cross Country carnival will take place next Wednesday. We are looking forward to utilising the Instant shelters the P&C purchased. They will provide great sun protection for our students.</p> <p>New Principal: The position has gone to merit selection and applications close 2nd April. Interviews will occur next week and it is anticipated an appointment will be made before the end of term. As there is a ten day appeal period the new Principal may not be announced until the beginning of next term. The Deputy position will not be filled this term. The new Principal will coordinate that process next term.</p> <p>Drug Education Forum: This will be held tomorrow night in the hall at Castle Hill Primary school. It commences at 6:15 p.m. and will finish at approximately 8:00 p.m. This is a great opportunity to enhance your knowledge of the current Drug Education programs being run in both DET primary and high schools. It is aimed at parents with students in Years 5 & 6. There is no cost and supper is provided. It would be great to see as many parents attending as possible.</p> <p>Stopwork Meeting: The NSW Teachers Federation has called a stopwork meeting for its' members next Tuesday 8th April form 8:30 – 11:00 a.m. You will receive notification later this week advising you if your class teacher has chosen to attend this meeting.</p> <p>Finally I'd like to thank you for the opportunity of working so closely with you during the last three years. It has been an absolute pleasure to work with such a fabulous school community to ensure the provision of quality learning experiences for all the students at Samuel Gilbert. It is a delight to come to school each day to teach your wonderful children and the professionalism and dedication of all the staff at Samuel Gilbert is second to none.</p> <p>Mary-Anne Martin Relieving Principal</p> <ul style="list-style-type: none"> • Motion to formally thank Mary-Anne Martin for her dedication and service to the students and parents, the P&C gives her their best wishes for the future, Moved Jackie Coleman, seconded: Allan White, Motion carried. 																	
<p>Uniform Shop Report</p>	<ul style="list-style-type: none"> • P&C Uniform shop report April 1 2008. I would like the P&C to consider selling old uniform items at cost once we are stocked with new uniform items. For example sports shorts in sizes 4,12,14,16. Later summer dresses will arrive in the new style and I'd like to clear old stock at their original cost. • Motion that the Uniform shop reduces the price of its items, so they are sold at cost when the new style uniform items in ALL sizes have arrived, Moved: Karen Pike, Seconded: Jackie Coleman, Motion carried. 	<p>KP</p>																
<p>Band Report</p>	<p>The year has begun well with the three band program continuing. 32 members have joined the Training Band, 24 in the Concert Band and 35 in the Performance Band.</p> <p>The Annual General Meeting resulted in positions being filled as follows.</p> <table data-bbox="418 1787 1068 2016"> <tr> <td>President</td> <td>Wendy Griffiths</td> </tr> <tr> <td>Vice President</td> <td>Cathie Barclay</td> </tr> <tr> <td>Treasurer</td> <td>Alison Rylance</td> </tr> <tr> <td>Secretary</td> <td>Paula O'Dowd</td> </tr> <tr> <td>Instrument Co-ordinator</td> <td>Janet Davis</td> </tr> <tr> <td>Eisteddfod Co-ordinator</td> <td>Sheridan Ferguson</td> </tr> <tr> <td>Performance Band Liaison</td> <td>Wendy Heinrich</td> </tr> <tr> <td>Concert Band Liaison</td> <td>Ann Bailey</td> </tr> </table>	President	Wendy Griffiths	Vice President	Cathie Barclay	Treasurer	Alison Rylance	Secretary	Paula O'Dowd	Instrument Co-ordinator	Janet Davis	Eisteddfod Co-ordinator	Sheridan Ferguson	Performance Band Liaison	Wendy Heinrich	Concert Band Liaison	Ann Bailey	<p>WG</p>
President	Wendy Griffiths																	
Vice President	Cathie Barclay																	
Treasurer	Alison Rylance																	
Secretary	Paula O'Dowd																	
Instrument Co-ordinator	Janet Davis																	
Eisteddfod Co-ordinator	Sheridan Ferguson																	
Performance Band Liaison	Wendy Heinrich																	
Concert Band Liaison	Ann Bailey																	

	<p>Training Band Liaison Karen Langan Publicity Officer Sue Lack Archivist Karen Roudenko Camp Coordinators Jenny McNaughton and Lyn Lambert Workshop Co-ordinator Jenny McNaughton General Committee Members Eileen Tudor, Louise McLeod and Lyn Elliot</p> <p>The first Workshop was very successful on Friday 14th March.</p> <p>Camp is organised for Wednesday 7 and Thursday 8 May at Vision Valley.</p> <p>Last information from the P&C Association after looking at the Draft Rules, was that it appeared that the Band may be operating as an incorporated body. Wendy Griffiths will make contact again and clarify why this seems to be the case.</p> <p>Band Committee</p>	
Canteen Report	<p>No Financial Accounts at this stage. Will complete at the end of Term 1 when the stock take is done.</p> <p>The Easter Raffle went smoothly with 60 prizes given across the grades. Thank you to the staff and parents for their support. I hear there were many happy faces on the day and it looks like we raised over \$1000.00 from this event.</p> <p>The Canteen continues to run smoothly but things are always quieter at the beginning of the year and we aim just to cover our operating costs.</p> <p>The Committee will be taking Julie out before the end of Term and is arranging a gift voucher for her from Castle Towers. At this stage Carolyn has committed to run the Canteen full time in Term 2 with the support of Ann Broggen as needed.</p> <p>We hope to get the Winter Menu out before the end of Term which will commence when the kids return in Term 2.</p> <p>Our Annual General Meeting is schedule for early April where we hope to at least get enough people for the committee.</p> <p>WENDY SPEECHLY</p>	WS
School Banking Report	No report	JF
Acceptance of Reports	❖ Motion to accept all reports – Moved: Steven Coleman, Seconded: Emma Brock Motion Carried	
Correspondence	IN/OUT 1. none	MR
Band Committee Status	<ul style="list-style-type: none"> Draft Rules have been sent to the P&C Federation. Allan White and Wendy Griffiths to meet and discuss. 	JM
School Oval	<ul style="list-style-type: none"> Put this item on the August agenda. 	MM
Community Nurses Bldg next to OOSH	<ul style="list-style-type: none"> MM has tried to contact Col Erickson regarding purchasing or leasing this building for the P&C, but he is yet to return her calls. This building can also be used as a Parent meeting room. MM will continue to chase this up until she leaves. 	
Fund raising Schedule 2008	<ul style="list-style-type: none"> Fundraising committees formed as follows: <ul style="list-style-type: none"> Fundraising Co-ordinator – John Lawson Fete, Co-ordinator still being sought Social events , co-ordinator - Tracy Imber & Lynnea McGowan Parent Liaison Co-ordinator – Kristen Parle Events Calendar is attached with those parents volunteering to co-ordinate the events. Family Photo Day – Irene Doherty kindly volunteered to co-ordinate this fundraising event. Bunning BBQ – the dates available for this year are 27 & 28 December. The P&C agreed that we could this in 2009. Bronwen R to seek a date for 2009. Entertainment Books - The Entertainment books are arriving Friday 4th April. Emily Koller will be distributing one to each family on Friday. Families will 	LM

	<p>need to either send in \$55 payment for the book (cheques made payable to Entertainment publications Pty Ltd), or cash. All money will be collected by the Entertainment book people and then they will send us a cheque for out cut of the money. Action: Jackie Coleman to call the Book providers to ensure the P&C does not hold liability for the books not returned and not paid for (this was the case last year where P&C did not have the liability of unreturned books that were unpaid).</p>	JC
P&C Representative for School Selection panel	<ul style="list-style-type: none"> Kristen Parle and Lynnea McGowan will attend the next course (15 May) up to that time it was suggested that Jackie Coleman stand in until they are trained. Motion that Jackie Coleman is the Parent Rep for the School selection panel for the Deputy Principal up until 15 May, Moved Allan White, seconded: Irene Doherty, Motion carried. 	
Morning Assembly	<ul style="list-style-type: none"> Parents have raised their concern about the abolition of morning assemblies MM advised that the Recess Assemblies were currently under review. Parents have suggested that the school have at least one morning assembly per week where parents can attend. 	
Notes to be posted on school web site	<ul style="list-style-type: none"> MM advised that this will now start to happen 	
School Uniform Policy Confusion	<p>MR raised the issue of confusion with when the schools sports uniform is to be worn. Many parents have approached her regarding this matter.</p> <p>The confusion has been generated by the school in regard to the sports uniform because the school advised parents in writing at the beginning of the year that the sports uniform is to be worn for PE, sports and other physical activities such as gymnastics. The school subsequently issues the Schools Uniform Policy and a note to parents on the same day contradicting the Policy. The Schools Uniform Policy clearly states that "Students are not to wear a combination of the everyday and sports uniform" and yet the school issued a note stating that a mixture of the everyday and sports uniform was to be worn for PE and other activities and not the sports uniform.</p> <p>Parents are upset because based on the earlier advice by the school they have purchased several sports uniforms. These uniforms are expensive. The other concern is that there seems to be no logical or valid reason for the change from what is the stated policy.</p> <p>Parents were led to believe that the sports uniform was being introduced as it served a functional purpose and not just for aesthetics. Therefore the uniform should be worn for physical activity.</p> <p>MM to investigate.</p>	

Meeting closed 10:30 pm

**Next P&C Meeting: 13 May 2008, 7:30 pm Teachers Staff
All Welcome**