

SAMUEL GILBERT PUBLIC SCHOOL

MINUTES OF P&C GENERAL MEETING

7.30PM – TUESDAY, 9 JUNE 2009

MEETING OPENED: 7.45pm

Membership of P&C: Anyone wishing to join the P&C and, in doing so, have voting rights at these meetings are invited to join for a \$1 membership fee. Please register with the Secretary and a receipt will be issued by the Treasurer.

ACCEPTANCE OF MINUTES OF P&C MEETING

Motion to accept the Minutes of the P&C Meeting dated 12 May 2009. *Moved:* Leisa Whiteside; *Seconded:* John Doherty.
✓ Motion carried and the Minutes were accepted as a true and accurate record of that meeting.

CORRESPONDENCE

None.

REGULAR REPORTS

PRESIDENT'S REPORT – ALLAN WHITE

The Trivia Night last Saturday night was a great success with the Pirates plundering the mad teachers (aka hatters) by half a point. A great night was had by all and in the process we were able to raise over \$1,000. Thanks to Tracey Imber and Debbie Vumbaca for organising such a great night! To Mr Yendle, who relished in his new role of MC, we greatly appreciate your voluntary contribution and promise to be better behaved next year!!!

We have found a printer for our fete flyers with Tracy Lowe from Content Communications kindly offering to donate the printing. Thanks Tracy – this has resulted in a huge saving for the fete and, therefore, additional resources that the P&C is able to provide for the school.

A fete meeting for stall co-ordinators was held on Tuesday night and everybody has a very positive outlook towards the fete. We still need more helpers for the day so if you can volunteer for an hour or two on a stall please talk to one of the stall co-ordinators or contact me, either through the school, or drop me a line at donna@unwired.com.au.

With the upcoming building work likely to damage any working bee improvements it has been decided to change the next working bee into a dads' (or mums') "pressure cleaning day". If you have a pressure cleaner and a couple of hours on Sunday, 28 June please register your availability at the school or drop me a line.

A new innovative 5 cent fundraiser is underway. Children are encouraged to save all your pesky 5 cent pieces and bring them to school on the advertised dates through until the end of the year. The class raising the most will be rewarded with a special treat at the end of the year.

Thanks to 3/4T who raised the most money for the Golden Circle Fun Run (our cross country). All of the children were this week rewarded with a special treat from the canteen in appreciation of their outstanding efforts.

Finally I hope to see you all at the next week's P&C Meeting – Tuesday 9 June, 7.30 pm in the staffroom.

TREASURER'S REPORT – JACKIE COLEMAN

Budget Modification - Uniform Shop Contingency

Reductions in the retail prices of the old uniform and large purchases of new uniform stock created a risk that the Uniform Shop could have a cashflow problem. To cover this risk, a budget line was created in the P&C general budget (\$15,000) to cover the purchases of new uniform stock.

Changes to stock management, pricing policies and increased sales of full price items has placed the Uniform Shop on a better footing and it is highly unlikely the shop will require this money. It is recommended it be removed from the budget.



Endorsement as Tax Concession Charity

Recent information supplied by the NSW P&C Federation outlines that P&C Associations are tax concession charities. Tax concession charities are required to be endorsed as such by the Australian Taxation Office. The endorsement results in a change on the ABN Register and a written acknowledgement that our P&C Association is an income tax exempt charity.

The endorsement may result in the P&C reducing some of its costs. Some commercial suppliers offer discounts to charities but they often request documentation proving the organisation's status as a charity. One such supplier is the Commonwealth Bank who reduces their fees for charities.

In return for endorsement the P&C is required to undertake an internal review of its status as a tax concession charity each year. The ATO recommends it be part of the Annual General Meeting. They provide a worksheet to support the review.

Motions

1. The P&C review and approve the revised May 2009 budget and cashflow.
2. The P&C approve modification of the budget.
3. The P&C support endorsement as a tax concession charity and incorporation of an agenda item onto the Annual General Meeting.

Motion to accept the abovementioned. *Moved:* Jackie Coleman; *Seconded:* Alex Latham. ✓ Motion carried.

PRINCIPAL'S REPORT – ANDREW BOWMER

BER Program (Building the Education Revolution)

NSP (National School Pride)

Work is being completed on phase one of this "maintenance program". This has included painting, cleaning, replacing some roofing, replacing doors, general repairs to eaves, down pipes and drains. Carpeting of two classrooms will occur in the near future.

Application has been made to the DET to self manage part of the remaining works which include:

- Repair and widen asphalt path at front of school (self manage)
- Widen concrete path and area at rear of Year 5 and 6 rooms (self manage)
- Carpet Administration
- Re-design covered walkway between Year 1 and Library
- Other minor works.

P21 – 21st Century Schools Programme

\$3 million in Building Projects. Planning well underway for the building of 4 classrooms and 4 outdoor learning areas (OLA) – near oval. Anticipated start date – July 2009 if final approval given

Education Week – Open Day and Performances

Thank you to the many parents that supported this day. A special thank you to the Canteen and Canteen Committee who organised morning tea on the day.

Mufti Days for Fete

First mufti day held on Wednesday, 3 June. At first glance, a large assortment of items were brought in. Second mufti day planned for later in term.

Up Coming Events

- School Photos – Tuesday, 16 June – information sent home
- Year 1 and 2 excursion to Aquarium & Wildlife World
- Planetarium – all classes involved
- Kindergarten excursion – City Farm
- Athletics Carnival – Monday, 22 June

Working Bee – Term 2

Postponing this working bee due to the scope of building work underway and that hopefully will occur over coming months. I am worried that work done at this working bee may be ruined in the building process.



Complaints from the Public

- I am receiving increasing number of complaints from the public regarding parents blocking Ridgescrop Drive in the afternoon – queuing across the crossing at the Kiss and Drop
- Using the Castle Glen Preschool parking area
- Using/filling Knightsbridge carpark on special days – Open Days/Cross Country Carnivals.

I have addressed these issues in the newsletter and will explore other options with the Council around the Kiss and Drop.

Trivia Night

Thank you to Tracy and her team for a terrific night. I had a great time.

Swine Flu

The Swine Flu situation is developing very rapidly and it will continue to be monitored. Andrew confirmed he will continue to forward any information from the Department of Education and Department of Health as it is received.

UNIFORM SHOP REPORT – LEISA WHITESIDE AND SALLY BIRTHISEL

Shop Layout

Sally and I decided to no longer have the shop as self serve. The main reason being that stock is being moved and put back in the wrong place and when there are numerous people in there, it's difficult to keep tabs on people to be served.

Uniform Shop Committee Rules

We need comment/feedback on the Uniform Shop Committee rules. Voting on these rules will be at the next General P&C Meeting.

Budget

We also need the "revised" budget approved. Our income and some expenses have increased so this just brings it all back into line.

Motion to accept the abovementioned budget. *Moved:* Leisa Whiteside; *Seconded:* Jackie Coleman. ✓ Motion carried.

MYOB

A discussion was had on the MYOB computer software system for the Uniform Shop. The required minimum features needed would be an inventory system and point of sales system, although it would be beneficial to have features such as purchase orders, invoices, suppliers and customer lists too.

BAND REPORT – WENDY GRIFFITHS

See attached Band Financial Statement.

CANTEEN REPORT – LEISA WHITESIDE

YTD (End Term 1)

Our Year To Date profit (to the end of Term 1) is \$5,146. This does include the Easter Raffle, however, it does not include the Mothers Day Stall, as this was held in Term 2. Well done to Judy and Jenelle.

Freezer Insurance Claim

Cheque received for the Insurance Claim.

Open Day

On Friday 29 May, the canteen took nearly \$1,000 – the hot chocolates were a big seller on the day!

Area X Country

The Canteen will be supplying lunch to the officials on the day. Have organized volunteers via the Canteen Committee.

SGPS Athletics Carnival



A note will be going home detailing a pre-order lunch system for the day of the Athletics Carnival. This lunch option is open to all students (K-6) and the canteen will NOT be open on this day (Monday, 22 June).

Next Meeting

Our next Canteen meeting is on Friday 19 June at 1pm (for a 1.30pm start in the staffroom). All welcome.

SCHOOL BANKING REPORT

Banking continues to be very slow.

ACCEPTANCE OF ALL REGULAR REPORTS

Motion to accept all Regular Reports. *Moved:* Alex Latham; *Seconded:* Jackie Coleman. ✓ Motion carried.

OTHER BUSINESS

Entertainment Book Fundraiser – Emily Koller

Emily reported that the Entertainment Book fundraiser was not as successful as 2008, however, SGPS still made a profit of \$1,851 for 2009. There are still eight books outstanding with a total of 165 books sold.

Fun Run – Emma Brock

All prizes have now been distributed except for about 15 specific prizes which were out of stock. These items are on back order and will be distributed as soon as they arrive. The Fun Run raised \$2,732.15.

Fete 2009

SGPS are looking for some families to volunteer their time in July/early August to sell some Fete raffle tickets at Castle Hill Supa Centa.

Chocolate Drive

A second order is being placed. Thank you to all the mums who helped with the chocolate drive sorting.

Walkie-Talkies

A discussion was held regarding the purchase of Walkie-Talkies. These Walkie Talkies would be helpful on days such as sports carnivals or on Fete days. It was questioned if they would work in a Fete environment with the surrounding noise factors. Donna Harris commented that at her previous school they were a terrific tool to communicate with various executives around the school or in securing gates after discos, etc. Donna agreed to enquire where her previous school had purchased them from and the cost.

Notice Board

The Notice Board has been ordered. The cost will be split 50/50 between SGPS and the P&C and the board will be located on the diagonal wall of the hall (facing the office).

CLOSE OF MEETING: 8.55pm

NEXT MEETING: 7.30pm – Tuesday, 4 August 2009 in the Teachers Staff Room.

