

# SAMUEL GILBERT PUBLIC SCHOOL

## MINUTES OF P&C GENERAL MEETING

7.30PM – TUESDAY, 8 SEPTEMBER 2009

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### MEETING OPENED: 7:40pm

*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 9 June 2009. *Moved:* Jackie Coleman; *Seconded:* Alex Latham.  
✓ 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

Wow! **It's time ... for the Fete of '09** is now over and what a time we had. The weather was very kind and large crowds again attended. I would like to personally thank our fete committee, Andrew Bowmer, Donna White, Dianne Lawson, Alex Latham, Terri Megarry, Nicole Clifford, Tracey Imber, Donna Harris and Jackie Coleman, your efforts were truly remarkable in creating what has now become a highly anticipated community event.

A big thank you to our platinum sponsor Kellie McKenzie and Andrew McDermott of Ray White Castle Hill, (also a family at Samuel Gilbert) who not only provided sponsorship, they also distributed flyers all around the area and both worked tirelessly as volunteers on the day. Also as part of their sponsorship deal if any school family lists and sells their house with Kellie and Andrew, they will donate 10% of the commission received back to the P&C. So if you are thinking of selling your house speak to Kellie or Andrew and support our platinum sponsor and P&C.

Our other platinum sponsor is G&J Starr Plumbing. Glenn and Jo, a family of the school, have been long term supporters of the School and the Fete, so if you have any plumbing needs call them first for friendly, fast and reliable service.

Special mention to those families who gave up time to sell raffle tickets at the Hills Homemaker Centre. This enabled us to greatly widen our income base, as well as promoting our School and Fete.

There were many others who contributed by way of donation of prizes, so if you see our supporters products and services please support them and let them know you are from Samuel Gilbert. Special mention to the Outback Steakhouse, who not only donated all of the food for the barbecue, they supplied the staff to cook it as well!!

The efforts of all of these people, other sponsors and donors, the stall convenors, and approximately 180 volunteers, have combined to raise a truly remarkable **\$47,000**. This will enable the P&C to complete the SmartBoard in every classroom project sooner than planned, and provide other important resources for the teaching of our children.

#### TREASURER'S REPORT – JACKIE COLEMAN

See financials.

Jackie confirmed that SGPS has received endorsement as a tax concession charity allowing all charges to be removed from our bank account.

#### PRINCIPAL'S REPORT – DONNA HARRIS

Congratulations and thank you to the dedicated and hardworking parents on a very successful fete! Although the day was very busy, it was extremely enjoyable with a great sense of community spirit.



Hopefully all families have received their copies of the School's Annual School Report for 2008 and have taken the time to read about all of the achievements within the school. The finished product was worth the wait!

It has been my very great pleasure to attend a number of performances over the past two weeks and entertained by the Vocal Ensemble, Miss Cassie's Dance troupes, the Hip Hop dancers and the Performance Band. All of the students and their teachers represented Samuel Gilbert extremely well – we certainly have a broad range of talents across the whole school!

This week I was again impressed with the skills of many of our students as they participated in the school's Public Speaking and Spelling Bee competitions. From these competitions our school representatives were decided. The application of the students who participated was excellent and our school will be well represented.

Last Thursday's Open Day saw a number of prospective new families visiting our school. Ms Barclay and myself provided a very comprehensive tour of the school grounds and were pleased to have the opportunity to showcase the school's facilities. These visiting families were impressed with the number of Interactive Whiteboards across the school (thanks to P&C) and how well teachers incorporate technology into their everyday classroom practice eg. roll marking.

As I reported last week work has started around the first stage of the Building the Education Revolution. I am expecting the spare demountable will be removed from the school grounds within the week. I will endeavour to keep the community informed re the progress. I now have a copy of the plans for the new classrooms and the outdoor learning centres on display in the staffroom.

Donna confirmed safety fencing had been erected this week and that a demountable was removed from the school grounds yesterday. It is likely the other two demountable classrooms will be relocated behind the science block hopefully at the end of the term to limit disruption to these two classes.

There was some discussion over the quality of the school photographs recently taken. There is some unhappiness with the overexposure of the whole school photo. Donna will liaise with the photographer in an effort to have the whole school photo tweaked and reprinted. It is the P&C's choice as to which photographer is selected for school photos and it appears the same photographer has been used for the last few years.

#### **UNIFORM SHOP REPORT – LEISA WHITESIDE AND SALLY BIRTHISEL**

##### **Pre-Paid New Style Uniform**

During August we offered families the opportunity to pre-order the new style summer uniforms in order to alleviate any out of stock issues and to also keep our cash flow going over this slow period. It has been quite a successful operation. Many parents made mention of the two-part payment option which they felt was a great idea. Hopefully, we will have the new style uniform to all those who pre-ordered by the end of Term 3.

##### **OOSH Trading Night**

To assist parents who can't make the Uniform Shop, we trialled opening one evening from 4.00 to 5.30 for those parents who use OOSH. This was a great success and all the parents who came in that night commented on how great it was to actually come into the Uniform Shop. Sally and I have discussed maybe doing this twice a year to coincide with the change in uniform, ie. end of Term 1 into winter and end of Term 3 into summer.

##### **Laptop**

Leisa's husband, Todd, approached his employer about a second hand laptop for use in the Uniform Shop (to help with our move to the 21<sup>st</sup> century). Lion Nathan kindly donated the laptop to the school. I have asked Donna Harris & Allan White to do up certificates of appreciation/letters of thanks to the company to thank them for their kind donation.

##### **Volunteer Grant**

Leisa has found that Baulkham Hills Shire Council is running a Volunteer Grant again. The Uniform Shop will be submitting an application in order to get the costs of MYOB covered and possibly also training of both the co-ordinators. Applications close next week and we will keep you informed of our progress. Leisa, Sally and Jackie are meeting with an MYOB consultant on Friday to discuss requirements and costing as we need to submit a quote with our application.

#### **BAND REPORT – WENDY GRIFFITHS**

- Workshop was held on Friday 29 August. Great opportunity for extended practice and preparation for performances as well as instrument group tuition. A very productive afternoon.
- Last Workshop will be 6 November with the presentation to Year 2 prospective band members.



- Concert Band won their section at the Ryde Eisteddfod. It was a fantastic performance.
- Dates for the Galston Eisteddfod have not yet been received.
- Deposit has been paid for next year's Camp on 28 and 29 April 2010.
- The Concert Band performed very well at the Hills Performing Arts Festival.
- Another great performance at the Grandparents day by both the Training and Concert Bands.
- Thank you to the organizers of the breakfast on Monday and Tuesday this week. Thanks also to Dural McDonalds for their generous donation to the breakfast. It was a wonderful reward for those early morning starts through winter, and wonderful performances recently. Breakfast together is also a great bonding time for the bands.
- Next meeting Thursday, 24 September – 7:00pm in staffroom.

## **CANTEEN REPORT – LEISA WHITESIDE**

### **Father's Day Stall**

The annual Father's Day Stall was held last week on Tuesday, 1<sup>st</sup> and Wednesday 2<sup>nd</sup> September. We hope all the Dad's liked their pressies. As an estimate, we profited approximately \$2,000. Well done to Judy and all her helpers over the two days of the stall.

### **Volunteers**

Judy and Jenelle are losing volunteers ie. people not turning up/saying they're no longer available. We are keen for more volunteers if anyone can help out. Just see Judy or Jenelle to see when they need the help.

### **Grandparents Day**

Yet again, Grandparents Day was a great success. The canteen took just over \$1,000 on Friday. Many grandparents took advantage of ordering with their grandchildren, however, many weren't aware and wanted to order sandwiches at lunch time. Unfortunately we couldn't cater to them, so we'll take it into consideration for next year and maybe make up a tray of sandwiches to sell at lunchtime to the grandparents. Many thanks to everyone who donated cakes, slices, muffins and their time. We had some great feedback from the grandparents.

Wendy Speechly reported that it would be nice to buy a large silver urn for the canteen for use on days such as Grandparent's Day. Two urns were borrowed from Glenhaven Public School but there is a minimal (approximately \$240) cost to purchase them outright. Donna commented that there is definitely a "school owned" urn which could certainly be used for these occasions.

*Note:* The next Red Food Day will be held during the last week of term – 29 September.

## **SCHOOL BANKING REPORT**

School Banking progressing as usual. The 5c Fundraising collection yesterday raised \$334.25 with 3J still in the lead. Although this is considerably less than previously raised, still a great effort considering our recent fundraising efforts with the Fete and Father's Day Stall.

## **ACCEPTANCE OF ALL REGULAR REPORTS**

Motion to accept all Regular Reports. *Moved:* Emma Brock; *Seconded:* John Doherty. ✓ Motion carried.

## **OTHER BUSINESS**

### **Uniform Shop Honorarium – Jackie Coleman**

As per the last P&C Meeting on 4 August 2009, the Uniform Shop Honorarium has been reviewed and it was proposed to increase the Honorarium by \$100 per person per term to \$400, and backdated to Term 1 2009.

Motion to accept the amendment to the Uniform Shop Honorarium. *Moved:* Jackie Coleman; *Seconded:* Karen Pike. ✓ Motion carried.

### **Year 6 Dinner/P&C Contribution – Irene Doherty**

Irene requested some funding for the Year 6 Dinner/P&C Contribution. Jackie Coleman confirmed that \$1,200 has been approved for this purpose.

### **Encouraging Wearing Correct Uniform – Jackie Coleman**

Jackie has noticed there are more appearances of the sports uniform being worn during the week, particularly the tracksuit jacket. Donna has taken this on board and will positively enforce the wearing of the correct uniform with reminders at assemblies and in the newsletter.



### **BHSC Grant Programme**

There was a long discussion regarding two grants which SGPS were hoping to apply for, one through The Hills Shire Council (up to \$500) and a second through the Federal Government (up to \$5,000). After much debate, it appears we may not be able to apply for the Council grant due to receiving funds from this same grant less than twelve months for use at the Carols Night in 2008.

The Federal Government grant has strict guidelines which we will need to consider. One of these guidelines is the grant must be used to support volunteers, encourage new volunteers or assist in keeping volunteers within the school. After a considerably long discussion, it was agreed we would prioritise our order to suit the grant and, therefore, give us a stronger chance of success. It was decided to go ahead with the request for MYOB and training for the Uniform Shop with other priorities being given to a dishwasher for the canteen, coin counter (for use in canteen, banking, uniform shop and at future Fetes), land care tools (specifically worded to suit the application), a coffee machine and shade shelters.

The second hand purchase of two filing cabinets was agreed upon.

### **Christmas Carol Evening**

The Christmas Carol Evening has been confirmed for Friday, 4 December 2009. The P&C are seeking a volunteer to help co-ordinate the evening.

### **Lollipops Fundraising – Jackie Coleman**

Jackie Coleman has been approached by Lollipops (local play centre) with an incentive for SGPS. For every \$1 spent by a SGPS family on entry fees or a party, 10c in that dollar will be donated back to the school. SGPS would be provided with a licence size card to show on entry into Lollipops. At the end of the year, the Treasurer would liaise with a Lollipops representative to confirm the amount raised.

**CLOSE OF MEETING: 9.45pm**

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**NEXT MEETING:** 7.30pm – Tuesday, 20 October 2009 in the Teachers Staff Room.

