

Dapto Public School P&C Meeting

Meeting Date: Monday 5th September 2016

Chair: Teena Luck/Tony Baerwinkel
Secretary: Anne Hughes

Meeting opened: 7.15pm

Attendees:

Anne Hughes, Teena Luck, Sharon O'Callaghan, Jim Steele, Tony Friedrich, Tony Baerwinkel, Natalie Moran, Nadeen Greentree and Tracey Willis.

Apologies:

Natalie Hutchinson

Last minutes accepted: Teena Luck and Jim Steele

Agenda:

1. Welcome & apologies (Teena Luck)
2. Review of previous action items (Tony Baerwinkel)
3. President's report (Tony Baerwinkel)
4. Treasurer's report (Tracey Willis)
5. Secretary's report (Anne Hughes)
6. Principal's report (Tony Friedrich)
7. Items for decision
8. Items for discussion
 - 8.1 Uniform tender specification (Tony Baerwinkel)
9. General Business (All)

2. Review of previous actions

2.1 Community Consultation \$ and Survey

- Will be issued at Education week (28th Oct) and lunch provided for visitors.

Executive reports

3. President's report (Tony Baerwinkel)

3.1 Dance a thon.

- Date changed to 23rd Sept. Money to be brought in by that day too.
- Pizza Party for top 20 fund raisers
- Tracey to organise ice blocks
- Prizes from Carol Harford on the day for dancing prizes.
- Tracey can help count the money on the day

3.2 Air Conditioning

- Currently, fitting out all three blocks of permanent classroom will use ALL of P&C money. We still have Fytex invoices and uniform orders – too risky. Suggested providing funding for two blocks immediately, and see how much we have after the dance a thon, and perhaps the P&C can afford to fit out all three blocks in one go, potentially in the September holidays.
- Depending on funds raised with the dance a thon and unexpected cabling costs, will affect the decision of how many blocks will be fitted in the short term.
- Motion moved the P&C will pay \$58,000 ASAP for two blocks.
 - Unanimously passed by the P&C.

3.3 Father's Day Stall

- Helpful for two people to arrive early (8am), to sort and mark off the invoice.
- Helpful to have instructions (by Tony B) given to students before they approach the stall.
- Positive feedback from staff.
- Suggest students to bring their own carry bag.

4. Treasurer's report (Tracey Willis)

Account Balances:

- P&C General Account: \$42,611.65 (as at 2nd Sept 2016)
- P&C Uniform Shop Account: \$37,873.53 (as at 2nd Sept 2016)

Account Activity

1) GENERAL ACCOUNT

P&C Federation Fee & Insurance: \$831.00

Father's Day Gift Purchases: \$1,888.92

Father's Day Stall money received: \$2,468.75

(Bank Bag picked up on 2/9/16 for \$2,462.95 not in account yet)

2) UNIFORM SHOP

The May, June and July accounts have been sent to Fytex and we are still waiting for the following invoices from them. I have sent 2 e-mails to chase this up and have a meeting with Lucy and Polly from Fytex on Tues 13th Sept, at the uniform shop.

May: \$2,807.10

June: \$2,879.35

July: \$1,810.90

We paid \$200 to the uniform shop staff in August.

Items to Discuss/ Action

- INTERNET BANKING: We are now up and running with internet banking! We are able to look up and print statements and process value transactions. This means we can pay our bills online, instead of writing cheques! I, (Tracey Willis) am the Administrator and Tony B, Teena and Anne are Approvers.
- The Father's Day stall was a great success! Thank you to Tony B for taking the day off work to help run it and to Anne for helping out! Also, many thanks to the many volunteers who came to help out. We took \$2,468.75 and spent \$1,888.92. Our profit was \$579.83.
- Has there been any action on the central P&C e-mail address? I am happy to do it.
 - Tony B has volunteered to complete this action.
- I am meeting Polly and Lucy from Fytex on Tuesday 13th September to discuss the running of the uniform shop. We will be streamlining the accounts and going over everything I need to know how to run the uniform shop efficiently. They have postponed this meeting twice so I am hoping it will actually go ahead this time! Also, we have completely run out of size 14 polo shirts. I have made a large uniform order some weeks ago. They have delivered what they have in the warehouse, but there are no size 14's on hand. I have sent yet another email to Lucy to ask how long this will take.

5. Secretary's report (Anne Hughes)

P&C Correspondence – September 2016

From	Subject	Action required
Westpac	Merchant Business Solutions Merchant Statement	File
Golden Leaf Uniform Pty Ltd	School uniform supplies	None
Australian Fundraising	Fundraising business	None
Educational Experience	Fundraising business	Return large box of brochures

6. Principal's Report

Air Conditioning

The quote came through from Spotless. Refer to quotes. There will be a load test organised in the next couple of weeks to check the school capacity. We need to take a vote if we proceed.

Demountable

A new demountable will be installed before the end of the year in preparation for 2017. The current playground near the demountables will need to be removed to make way for the demountable. The reason is based around supervision and the demountable hiding the playground. We plan to sell equipment to a buyer as the existing posts will be of concern as they are concreted into the ground and will be difficult to move.

Stairs

There will be stairs built on the far side of the big COLA.

iPads

A set of iPads have been bought for the K—2 section of the school. The cost - \$20,000.

Wifi

Is now complete. Cost \$11,000. Every class has complete coverage.

Interactive TV's

Two more have been purchased for the library and the new classroom.

NAPLAN

Results have come back. Share results.

LIBRARY

New shelving & furniture to be installed.

POWER FM BREAKFAST

Thank you to the parents for helping on the morning.

7. Items for decision

8. Items for discussion

9. General Business (All)

- Tony F to contact Interrelate to organise a visit, potentially in term 4.
- Is there a system where orders can be placed for uniform, without coming to the school? Not at this point. It will be requested with the new tender.
- Perhaps a facebook message could be posted if there is a delay with a school bus.

Meeting closed: 9.15pm

Next meeting: Monday 31st Oct, 7pm