

Ladysmith Public School P and C

MINUTES

AUGUST 2, 2017

OPENED 7.35 PM

LADYSMITH PS

CHAIRPERSON	Lisa Eady
MINUTES	Katrina Roberts
ATTENDEES	Bec, Fleur, Fiona, Helen, Kylie, Shane-Ann, Kat, Lisa
APOLOGIES	

LISA WELCOMED EVERYONE TO THE MEETING.

PREVIOUS MINUTES READ BY KAT. ACCEPTANCE OF PREVIOUS MINUTES AS A TRUE AND ACCURATE RECORD - PASSED BY FLEUR, SECONDED BY LISA

Agenda topics

TREASURER'S REPORT

FLEUR

INCOME	June & July as per reports attached
EXPENSES	June & July as per reports attached
BANK BALANCE	\$2889.23 less outstanding cheque (\$105.88) \$2783.35 balance as at 31/7/17
NOTES	Please see report attached. Treasurer's report tabled by Fleur, accepted by Shane-Ann, Seconded by Bec.
ACTION ITEMS	PERSON RESPONSIBLE DEADLINE

PRINCIPAL'S REPORT

HELEN

DISCUSSION	Education week, Chess comp, Combined Schools, Netball. Lots of notes sent out his term: Chords, science day, soccer, touch footy Staffing. Excursion cost, suggestion P&C might pay Bus for excursion and/or swimming term 4. Peer Support, leader's training about "keeping friends"
CONCLUSIONS	Please see report attached.
ACTION ITEMS	PERSON RESPONSIBLE DEADLINE

Previous Business (arising from minutes)

CONSTITUTION.

DISCUSSION	As a P&C federation member, Our P&C must comply with The P&C fed constitution, so our minimum quorum must be no less than 5. As the constitution has not been further changed from the last meeting it can be adopted if voted so.
CONCLUSIONS	Lisa moves a motion that the draft Ladysmith P&C constitution be adopted as the Ladysmith P&C constitution as a moving document in accordance with the relevant acts. Kat accepts the motion, Fleur seconds the motion. All in favour. The motion is passed.

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Kat ensure the constitution is available for view on the app and web	Kat	ASAP

P&C COMMUNICATION VIA FACEBOOK

DISCUSSION	<p>Bec has researched how other schools have administrated a facebook page and also the facebook code of conduct. A lengthy discussion was held regarding how our group could be managed. If it should be a closed or open group, who would be able to join, what level of engagement/connection to the school would be needed to be associated. It was discussed whether the current families page could be still used or if a messenger group would be sufficient. This group would be particularly beneficial to communicate about organisation of fundraising etc.</p> <p>It was discussed that our group would need more than one person to administrate. The intention of the group should be defined and users agree to terms before joining. Comments that are not deemed helpful will be removed.</p>	
CONCLUSIONS	Kat moves a motion that Bec write some basic guidelines appropriate to our school and the intended use of the page. Fleur accepts the motion, Shane-Ann seconds.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Write guildelines to be discussed and voted upon at next meet	Bec	Next meet
Discuss who will be willing to administrate.		Next meet

FATHER'S DAY

DISCUSSION	<p>Discussion regarding options for Father's day this year. Kylie suggested a stall from which kids could purchase. Hand-made gifts discussed. Making Dad's BBQ sauce (for science week) Inspirational cards (in colour). Kids chose from catalogue and order be made from their choices. Options for Dad, Grandpa, unnamed are available to order.</p>	
CONCLUSIONS	<p>With help from parents to coordinate, kids could bring money and make choice from the catalogue. Helen can assist in making inspirational cards at school.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Advertise in newsletter that Kids can bring money to school on Tues 18 th to select from catalogue.	Helen	Next wed.
Assist with kids choices Kylie & Fiona & Kat		Tue 18th

GRANTS & FUNDRAISING

DISCUSSION	<p>The two Suez grants (for outdoor furniture and water tank) were both unsuccessful. The grant for mural on toilet block was unsuccessful. Landcare grant application was submitted with much work from Helen and the Kids Bunnings bbq request has been submitted. Earliest opportunity will not be until next year.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

COFFEE VAN

DISCUSSION	<p>No money has been paid by the coffee van business invited to contribute to the Cross country catering day. A donation was discussed prior to the event and expected.</p>	
CONCLUSIONS	<p>Fiona moves a motion that Kat write a courteous email reminding of his commitment. Lisa Seconds</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Kat email Infuso Coffee business owner	Kat	ASAP
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New Business

EXCURSION & SWIMMING COSTS

PERSON

DISCUSSION	<p>Helen explained the excursion bus would cost approx. \$67 per student (15 students) total \$1105. The bus for swimming in term 4 will cost \$725. Helen has asked the P&C to consider if it can contribute to either or both of these costs to reduce cost to parents. It is recommended the P&C retains a working bank balance of \$1500. The costs associated with the organisation of the upcoming duathlon were discussed. The excursion has been supported by parents so far. The cost to parents has been kept relatively low. Lisa explained that the excursion and swimming have historically been supported by P&C. It was discussed that the excursion bus cost may be too much to commit at this stage. The Swimming bus cost could be committed to and if the duathlon proves successful, more committed to swimming.</p>	
CONCLUSIONS	<p>Lisa moves a motion that the P&C support the swimming bus costs. Kat accepts, Shane-Ann seconds. All in favour, motion passed.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DUATHLON

PERSON

DISCUSSION	<p>P&C have received a grant from WWCC for \$3000 for the duathlon fundraiser on Nov 5th. Much of this is for television advertising. It also covers Saint John ambulance cost (approx. \$400) Traffic control is not covered by the grant and was \$1400 last year. Discussion was held as to whether this could be covered by volunteers (with relevant ticket) or if local community members with traffic business could help. Lisa will contact Bill Harvey to determine council and RTS requirements. The first stage is to engage sponsors. Lisa has already spoken to TV reps. We are advised to try and engage 8 sponsors via Gold, Silver and bronze packages at a cost of \$800, \$400 and \$200 respectively. Discussion was held into possible sponsors with suggestion major companies be considered. Eg. Sanitarium, Freedom foods, Go Pro, Nike, local bike shops, Adina watches. Byron can help with website, but needs passwords etc.</p>	
CONCLUSIONS	<p>Lisa to sort flyer with details. Everyone should contact potential sponsors that they know. Meeting should take place before next committee meeting to see where we are in getting sponsors and ensure we have plenty of advertising time.</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Create flyer with details of sponsorship options	Lisa	Wed 9 th aug
Contact potential sponsors	Bec, Lisa, Shane-Ann, All!	ASAP
Meeting to discuss progress at Lisa's house.	All available	21/8 6.30pm

CATERING CIVIC EVENT AT HALL

DISCUSSION	<p>There is a catering opportunity at the Hall in the last week of the next school holidays. Lisa asked Fiona if she is able to help organise. Some people will be away but there are people available to help</p>	
CONCLUSIONS	<p>We will cater this event</p>	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

Correspondence

In:

Date	From	Regarding	
	P&C federation (email)	Membership & insurance renewal invitation	
	Healthy Kids (Email)	Insurance	
	WWCC (Email)	Duathlon grant	
	Ladysmith store	invoice	
	Uniform supplier	Uniform price increase	

Out:

Date	To	Regarding
27/6/17	Landcare	Online Grant application.
	Bunnings	Email requesting bbq date

NEXT MEETING	Wed 6 th Sept
LOCATION	Ladysmith Public School
SPECIAL NOTES	Additional informal meeting 6.30pm Monday 21/8/2017 at Lisa's house

MEETING CLOSED AT 9.55pm

P & C meeting 2nd August 2017

Education week- congratulations to all the students who participated in the market Place display today. It was such a pleasure to take them along and then for them to really give their best performance.

I had many excellent comments and remarks on how well they behaved, how well they sang and danced and how well they were presented.

These are all attributes we are instilling in them so it is great to see it all come together.

Tomorrow 4 students will go and participate in the school chess competition so we hope they have a successful time too.

Busy term 3, with soccer, education week, CHORDS and netball last week. The combined small schools concept is really benefitting us all and they students seem to take it in their stride these days.

Notes have been sent out and needed to be returned for CHORDS- years 3/4/5 in my class only, plus the dancers in years K/1/2 (they do not need to pay any money)

Science day at Tarcutta which will start science week 14th august and we will be having a week of science in our classes that week.

Soccer practice on Monday (not many have come back)

Now soccer on Friday at Cootamundra and then the only other one will be touch football at Uranquinty on the last day of term.

I have tried to give you all plenty of notice around these events especially the ones that cost.

We have asked Alison if she can work until the end of the year and she has accepted the offer so that is a great asset to our school.

Kate has been doing lots of additional reading with my class and it is now time for her to spend extra time with the k/1's so she will be taking on the three reads a day program with 3 students in there, this not only benefits those three but allows Alison time to focus on the others in more depth.

What's coming up...

I would like to discuss the option of the P & c helping pay for the bus component of the primary excursion \$68 per student we have 15 eligible students which equals \$1120.00

Also the bus for the swimming which is \$752.00

This would help all families.

Excursion is 1,2,3rd November

Swimming is last week of term 5 lessons at oasis- k/1/ have 30mins then play time...others 45 mins- they have small groups too-6 I think in a group.

swimming 11th-15th December

We'll have 5 / 1 hour lessons in smaller groups.

Kinder / yr 1 will have 30 mins then 1 hour play in the other pools \$9.50 for lesson and entry x 5 = \$47.50 for the week.

Others 5 x 1 hour lessons in small groups \$14.00 x 5 = \$70.00 per child fro the week.

(They will get 1/2 hour play time before lessons)

5 students will do training and will only need to pay entry costs unless they have a pass.

Peer support- this is a program we have implemented as it is two fold as it provides the leaders with an excellent framework to build their skills and also provides a program we feel is very important- keeping Friends. This will be each Thursday afternoon ...

Leadership lunches are very popular and the leaders are creeping up to their target of \$1000.00

This will purchase two ipads- then we'll decide where to next.

Ladysmith P&C Income and Expenditure

2nd July 2017

June 2017

Opening Balance 1st June 2017 \$1757.03

Add receipts

SS XC 77.00

PSSA XC 1136.20

1213.20

Less expenditure

Fiona Lehmann 145.00

\$145.00

\$2825.23

Balance at Bank as at 30th June \$2825.23

Closing Balance \$2825.23

Ladysmith P&C Income and Expenditure

2nd August 2017

July 2017

Opening Balance 1st July 2017 \$2825.23

Add receipts

Student lunch 118.00

SS teachers lunch 120.00

238.00

Less expenditure

Affiliation Fee 174.00

Liz Chapman- reimburse 105.88

\$279.88

\$2783.35

Balance at Bank as at 31th July \$2889.23

Less outstanding cheques \$105.88

Closing Balance \$2783.35
