

## Ladysmith Public School P&C Minutes- Month

<b>Date:</b> 7/3/2018	<b>Opened:</b> 7.45pm	Ladysmith PS
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<b>Chairperson:</b>	Fleur Muller
<b>Minutes:</b>	Katrina Roberts
<b>Attendees:</b>	Helen, Lisa, Fleur, Kat, Kylie Short, Jeremy, Shane-Ann, Alison Reid, Liz Chapman, Bec Cole, Toni Hirst
<b>Apologies:</b>	Cindy, Fiona, Emily

Lisa welcomed everyone to the meeting.

PREVIOUS MINUTES: READ BY Kat. Acceptance of previous minutes as a true and accurate record - accepted by Shane-Ann, seconded by Lisa.

### AGENDA TOPICS

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#### TREASURER'S REPORT

<b>INCOME:</b>	As per report		
<b>EXPENSES:</b>			
<b>BANK BALANCE:</b>	<b>\$5553.26 as at 31st Feb 2018</b>		
<b>NOTES:</b>	Presented by Fleur. Please see report Attached Fleur moved a motion to accept the report as true and accurate Kat accepts, Alison seconds. Report tabled.		
<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>	

#### PRINCIPAL'S REPORT

<b>DISCUSSION</b>	<p>Helen presented principal's report. All going well Mr Gorden is spending some time doing Autism training. Helen has had some days out, less disruption for rest of term. Scripture has started. Mr P may need to do additional training to run 'ethics in schools' classes. May be able to run chaplaincy. Dept strategic plan- children at the centre of decision making. Set by Dept. Mark Scott (Dept director) was in Wagga on Tues. School Plan: Growth continued, growth as leaders, Move forward, enthusiasm &amp; build confidence. 2 directions: Learning and well being. Learning Achieved by:</p> <ul style="list-style-type: none"> <li>● Building a learning culture</li> <li>● Developing independent learners</li> <li>● Staff to build strategies with parental involvement</li> <li>● Teachers will review learning goals</li> <li>● Engagement with parental help.</li> </ul> <p>Well Being: Following Prime Ministers advice on Anti-bullying. Anti bullying day will be next Friday. Margie Carlisle to lead mural painting. -Harmony Day 23rd march: Multicultural day, olive trees will be planted, fly kites, shared</p>
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	<p>lunch.</p> <p>-Jackets: helen wishes to order different 'baseball' style fleecy jackets. Parents would like to see quality.</p> <p>Helen has noticed side garden and south garden both need care. She requests a working bee to improve these gardens.</p> <p>Mrs D has requested sandpit toys.</p> <p>Small schools singlets discussed, swimming caps too.</p> <p>Long Jump pit discussed. Mr Archer believes current sandpit can be used with removable side board. Trial with existing sand.</p>		
CONCLUSION	Draft school plan,dept strategic plan and Anti-bullying plan attached.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Kylie to look into Jacket options from Hunters and select samples.	Kylie	ASAP	

## PREVIOUS BUSINESS

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### BEYOND BANK

DISCUSSION	Lisa & Fleur are yet to have time to organise transfer of account. Bec will assist		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Bec start process of transfer	Bec	ASAP	
Signatories need to be updated	Lisa, Fleur, Bec	ASAP	

### INFUSO

DISCUSSION	Booked for Cross country 1/6/2018. Kat is yet to follow up details.		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Call Stewart to discuss details	Kat	ASAP	

### DUATHLON

DISCUSSION	Date should be set to start planning. Lisa has looked into grants. Council events grants need to bring substantial tourism and have 1000+ participants. Bec suggests a plan should be created in the next month.		
CONCLUSION	<p>Duathlon will be Sunday 4th Nov.</p> <p>Tolland bike club seemed to have less traffic control at thier weekend event than we have been required to have at duathlon. Might be good opportunity to run a bbq or similar.</p> <p>Helen moves a motion that Kat writes to Tolland bike club</p> <ul style="list-style-type: none"> <li>● to ask if we might be considered to provide catering at future events and</li> <li>● Ask for Traffic management advice.</li> </ul> <p>Kat accepts, Bec seconds, Motion passed</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Lisa & Bec start planning	Lisa & Bec		
Kat write to Tolland bike club, lisa to help	Kat & lisa		

### HEALTHY LUNCHES

DISCUSSION	Healthy leader lunches going well. Kate will not be at school next term. She has been instrumental in helping organise. Will need to consider how things will be organised next term.		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
AI to look for bowls.	AI Reid		

### BUNNINGS BBQ

DISCUSSION	We have submitted the required forms to council and been approved for Temporary food holders stall to run BBQ. Safe practises requires thermometre be available on the day. Council have provided safe food info. This will be made available prior to and on the day for all involved in food handling.		
CONCLUSION	Safe food practices must be followed. Fiona will organise roster and BBQ catering.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Return form to Bunnings	Kat	ASAP	
Organise BBQ & Roster	Fiona		
Print safe food docs & distribute	Kat	Before bbq	
Lend P&C thermometre to use	Toni	Before bbq	

### BULB FUNDRAISER

DISCUSSION	Kat inadvertently ordered cataloguers from a Bulb supplier we have not used before. Bulb disrect instead of gardening express. Benefit is 50% profit on all bulbs, no minimum order and inclusion of name label stickers as well. The catalogues have been distributed with the help of Dave and Leanne at Ladysmith store and via school. Return date 20th March with the hope of delivery & distribution prior to holidays.		
CONCLUSION	AI to help Kat collate		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Monitor returns & collate	Kat & AI	As required	

### NEW BUSINESS

#### CROSS COUNTRY CATERING

DISCUSSION	Small Schools Cross Country to be held Friday 13th April. Wagga Cross Country 1st June.		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Add to April meeting agenda		April meet	

### FINGERLING FUNDRAISER

DISCUSSION	Shane-Ann does not have info to provide yet, move to next meet		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

Provide info at next meet	Shane-Ann	April meet
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### WFI INSURANCE

DISCUSSION	An insurance rep has requested paid advertisement in school newsletter. Helen does not promote via the newsletter. Might be most appropriate to involve in duathlon sponsorship.	
CONCLUSION	Sponsorship opportunity can be presented once details confirmed.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Communicate with insurer about duathlon as appropriate	Shane-Ann	

### BEFORE & AFTER SCHOOL CARE

DISCUSSION	Fiona has some info, may be presented next meeting. Toni is investigating offering before & After school care with her family daycare business. Places will be limited, Details to come	
CONCLUSION		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

### WORKING BEE

DISCUSSION	Side and south garden need attention. Working bee would be beneficial. A few mini working bees might work well. A number of times were discussed.	
CONCLUSION	Bec and Fleur can get started next Friday 16th in the morning.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Promote working bee via newsletter	Kat	
Continue other working bees as needed		

### SANDPIT TOYS

DISCUSSION	Mrs D has requested some new sandpit toys. Toys should be plastic, undamaged and safe. Most needed are spades and buckets etc. It was discussed that trucks harbour spiders and can cause fights.	
CONCLUSION	We will call for donations of sandpit toys.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Add request to newsletter	Kat	

### MOTHERS DAY

DISCUSSION	There have been a number of promotional emails and brochures received.	
CONCLUSION	Discuss at next meet	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

### MICHAEL MCcORMACK

DISCUSSION	Bec discussed the kids excitement at our local member being Deputy Prime Minister. She suggests we should put in an early request for him to attend our presentation night as he has previously done.	
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CONCLUSION	Helen will contact Minister McCormack to request his attendance at Presentation night. Presentation night will be second last day of term 4.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Contact Michael McCormack		Helen	

### FINANCE PLANNING/EXPENDITURE GOALS

DISCUSSION	Bec discussed how we have a healthy bank balance now and we should have a plan of how money will be spent. This will allow us to plan fundraising and know what our goals are. A list of fundraising expenditure goals should be created. People can be called upon to suggest where money is allocated		
CONCLUSION	We need an ongoing plan of spending and fundraising.		
ACTION ITEMS		PERSON RESPONSIBLE	DEADLINE
Request people think about where money should be committed		Kat	
Create a list of expenditure goals/commitments at next meet			

### CORRESPONDANCE:

In:

Date	From	Regarding
varied	P&C federation	Various emails. Can be accessed upon request
	Bulbs direct	Catalogues
	Varied	Mothers day fundraising

Out:

Date	To	Regarding
	Council	Temp food holders stall
	Bunnings	BBQ acceptance
5/3/2018	Community	Bulb catalogues

Next meeting Wed 4th April 7.30pm

Meeting closed 9.15pm

# Ladysmith P&C Income and Expenditure

7<sup>th</sup> March 2018

## February 2018

Opening Balance 1<sup>st</sup> Jan 2018 \$5684.36

### Add receipts

0.00

### Less expenditure

131.10

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Balance at Bank as at 31st February \$5684.36

Less outstanding cheques \$131.10

Closing Balance \$5553.26

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