

Ladysmith Public School P&C Minutes

Date: 22/11/2017	Opened: 7.43	Ladysmith PS
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Chairperson:	Lisa Eady
Minutes:	Katrina Roberts
Attendees:	Karen Nash, Lisa, Jeremy, Connor Welsh, Kat, Kylie, Fleur, Helen
Apologies:	Fiona

Lisa welcomed everyone to the meeting.

PREVIOUS MINUTES: READ BY Kat. Acceptance of previous minutes as a true and accurate record - passed by Helen, seconded by Fleur.

AGENDA TOPICS

TREASURER'S REPORT

INCOME:	As per report attached		
EXPENSES:	As per report attached		
BANK BALANCE:	Closing balance \$8430.20 , AS AT 31/10/2017		
NOTES:	Duathlon profit approx \$3551		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

PRINCIPAL'S REPORT

DISCUSSION	<p>Congratulations on the duathlon. Many families pitched in which is excellent. New venue at school worked well, was good for riders and promotes the school.</p> <p>Helen requests P&C contribute to swimming cost and Excursion shortfall (details in business)</p> <p>School budget is being sorted. Next year will be tighter than previously. We are allocated 2.5 full time teachers. Helen is still determining final plan for the coming year. Individual learning will remain a priority and the feedback indicates most are happy with how things currently run. Jeremy will remain on next year, Kate's hours will be reduced.</p> <p>The assessments show reading growth has been great as well as writing improvement. Red books have been sent home, reports and interviews to follow.</p> <p>Leaders have reached their target with fundraising from leaders lunches and have ordered ipads. Helen sees Leaders lunches as beneficial and is keen for it to continue.</p> <p>Presentation night 14th dec. Will be low key with no graduating students. Leaders will present ipads. Kids will sing and dance. Supper will be provided.</p>		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

PREVIOUS BUSINESS

INFUSO COFFEE

DISCUSSION		
CONCLUSION	Infuso paid \$75 as a donation from cross country.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

DUATHLON

DISCUSSION	Lisa thanked everyone for a great day. There was great family support and a lot of help behind the scenes. Thankyou to all and thankyou to Lisa. School venue was successful. Hopefully newspaper attends next time. Sponsors need to be thanked & could be given a gift of coffee cups and tea towels. There was much discussion about thank you certificates, possible artwork by the kids and framed certificates of appreciation.	
CONCLUSION	A certificate with appropriate photos and a thankyou letter should be made for each sponsor and prize giver.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Make certificates and write thank you letters & distribute	Kat	ASAP
Use excess meat/ bread for leader lunches	Helen	

SWIMMING CONTRIBUTION

DISCUSSION	Helen has received funding via sporting in schools federal grants to cover the cost of swimming at \$1800. P&C had previously agreed to pay bus costs. Bus cost is less than expected due one week's lessons.	
CONCLUSION	Kat moves a motion P&C pay \$400 for swimming bus. Fleur accepts, Kylie seconds. All in favour, none against. Motion passed	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

NEW BUSINESS

MINE CRAFT

DISCUSSION	Conner made a great presentation about mine craft. He described the learning benefits of the program. He is requesting the P&C give permission to install and assist with the cost. The program will be beneficial for building models of STEM projects and as reward time. Issues were raised regarding violence and the potential for inappropriate behaviour. Peaceful mode can be selected to avoid violent characters.	
CONCLUSION	More information is required and rules will need to be set to avoid distraction. Conner was very brave & confident in his presentation.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Find out cost	Conner	
Investigate other school's experience	Helen	

PRESENTATION NIGHT

DISCUSSION	Helen has advertised supper provided. Cooking requires someone to be at the bbq. Bring a plate relieves workers on the night.		
CONCLUSION	Everyone will be asked to bring a plate, P&C will set up coffee station.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Advertise need to bring a plate to share in newsletter	Helen		
Set up on presentation night			

EXCURSION SHORTFALL

DISCUSSION	There was a shortfall in expenses on the excursion. Helen requests the P&C cover this unexpected cost.		
CONCLUSION	Fleur moves a motion that the P&C pay the \$400 of excursion costs. Kat accepts the motion, Lisa seconds. All in favour, none against. Motion passed		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

SCHOOL VOLUNTARY CONTRIBUTIONS

DISCUSSION	The education reform act describes details of the maximum voluntary contribution that can be suggested. Vol contributions are decided at AGM		
CONCLUSION	Helen tabled a document outlining maximum voluntary contributions. Kat accepted the document. Lisa seconded.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Add voluntary contribution to AGM agenda	Kat		

REQUEST RE DAMAGED TABLE

DISCUSSION	During Oct Alisa Scanlan asked Fiona to return a foldable trestle table to her that she had previously lent to the P&C to use. Fiona found and returned what she believed to be the table. Alisa found it to be broken and dirty. She was not concerned that the table had been used, but due to the damage has requested that the table be replaced. Kat and Lisa checked that there was no other table that could belong to Alisa. Nobody at the meeting had any knowledge of how the table was damaged but all agreed it should be replaced. Table will cost between \$55-\$70. The broken table can be repaired to be used as a spare for P&C		
CONCLUSION	Fleur moved a motion to replace the table, Kat accepts the motion, Lisa seconds. All in favour, none opposed, motion passed.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Buy new table from Bunnings	Jeremy	ASAP	
Give new table to Alisa	Kat	ASAP	

2018 WW CROSS COUNTRY/COFFEE MACHINE/INFUSO

DISCUSSION	Lisa suggests Infuso should be booked for Cross country catering this year as they get		
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	booked out. Fleur suggested we might be able to purchase a coffee machine to profit directly from coffee sales. This is something we can look into and different machines need to be investigated. Kylie discussed how Forest Hill school uses a pod machine.		
CONCLUSION	Book Infuso for cross country. Discuss coffee machines further.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Check cross country date	Helen	ASAP	
Book infuso	Kat	ASAP	

CORRESPONDANCE:

In:

Date	From	Regarding
	P&C Federation	various
	ATO	ABN update of details forms.
	various	Emails regarding duathlon

Out:

Date	From	Regarding
	various	Emails and invoices regarding duathlon

Next Meeting: 7.30pm Feb 7th 2018

Meeting closed 9.15pm

Ladysmith P&C Income and Expenditure

22nd November 2017

October 2017

Opening Balance 1st October 2017 \$6540.60

Add receipts

Infuso donation- PSSA XC 75.00

Boyce account- Duathlon 400.00

Active Network- Duathlon 36.40

WWCC Hall-a-day cash 298.35

Riverina Fresh- Duathlon 600.00

Eyecare Plus- Duathlon 400.00

Foodworks Forest Hill 200.00

\$2009.75

Less expenditure

\$0.00

Balance at Bank as at 31st October \$8550.35

Less outstanding cheques \$120.15

Closing Balance \$8430.20
