

Ladysmith Public School P&C Minutes

Date: Wed 6th Sept	Opened: 7.35pm	Ladysmith PS
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Chairperson:	Lisa Eady
Minutes:	Katrina Roberts
Attendees:	Fleur, Lisa, Helen, Shane-Ann, Kai, Kat, Bec, Jeremy
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 Fleur, seconded by Lisa.

AGENDA TOPICS

TREASURER'S REPORT

INCOME:	As per report		
EXPENSES:	As per report		
BANK BALANCE:	\$2556.20, AS AT 2nd Sept		
NOTES:	Report tabled by Fleur, accepted by Kat, seconded by Bec.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

PRINCIPAL'S REPORT

DISCUSSION	<p>Term progressing well and fast. Mr Gordon fitting in well, Surveys need to be completed, staff have been discussing school aims. Helen outlined draft of new aims. Jeremy commented on the value of small school collaboration.</p> <p>New Working with children requirements, as per new business.</p> <p>Helen was awarded a grant for Bike week. Discussion re weekend or weekday event.</p> <p>Chords tics are on sale, get in quick.</p> <p>Helen asked if we are happy to host/cater Cross country next year. By show of hands all were in favour.</p>		
CONCLUSION	<p>Bike week day will be Tues 19th Sept</p> <p>Report summary attached</p>		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

PREVIOUS BUSINESS

FACEBOOK COMMUNICATION

DISCUSSION	Bec has been very busy so has not made further guidelines. Kat has asked most parents if they are happy to receive P&C info via email. Most have been very positive.
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CONCLUSION	We will communicate in person and via email for now	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Collect remaining emails and permissions	Kat	ASAP

DUATHLON

DISCUSSION	<ul style="list-style-type: none"> Shane-Ann & Bec have done a fantastic job organising major sponsors. Riverina fresh, Beyond Bank, Boyce Accounting and Forest Hill foodworks are all confirmed sponsors. More sponsors are still negotiating. Other businesses have promised product. Minor sponsorship and prizes still need sorting. There is a list of potential businesses. Kat has created a table of sponsorship. Lisa & Bec have spoken with TV rep re production. Addition cost will be absorbed so we do not need to pay extra. Sponsors wishing to be included in ad need to get in quick RTS have provided quote for 2 people and are willing to utilise 2 volunteers (with Blue Tics) on the day. Helen's brother has agreed to volunteer. Another will need to be found. Hall is now free. Holding the event at the school would reduce costs by almost \$200. It would be safer to change over away from the main road. Flyers will be needed for the Wagga event this weekend. Ideally website & active page should be ready for registrations by Sunday. Discussion regarding early bird cut off date. With costs covered a reduced cost may encourage more participation, especially for families. 	
CONCLUSION	At this stage costs are covered by sponsorship. Entry cost will be reduced and early bird eliminated. Duathlon will be held at the School	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Finalise flyer & set up active registration page	Fleur	Sunday
Cancel hall booking	Kat	
Email families to help with Sponsors/prizes & update/distribute list	Kat	ASAP
Continue to chase sponsors/prizes as per list.	Bec, Shane-Ann, Lisa, Everyone!	ASAP
Share, share, share on facebook etc	everyone	ongoing
Website: photo gallery, photos, active button, sponsors.	Byron	Sunday
Chase up volunteers for the day inc potential Traffic vol	Kat	ASAP
Continue organisation/coordination/TV Ad	Lisa	ongoing

FATHER'S DAY

DISCUSSION	Kylie, Sandra and Kat organised Kids orders & distribution. Parents seemed happy with the Father's day gifts and process. The company was accommodating and easy to deal with. Staff were happy with the running of it. To be considered for Mother's day. Next time we should order earlier to avoid out of stock.	
CONCLUSION	Dad's might have to facilitate Mother's day ordering	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Bank money recieved from Kids	Kat	ASAP

HALL CATERING

DISCUSSION	Date: 6th October. Lisa needs to confirm details with Victoria. If it were more publicised that food is available we may be more successful. Current Helpers Fiona and Bec.		
CONCLUSION			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Request helpers via newsletter	Kat		
Contact Victoria for details	Lisa		

NEW BUSINESS

WORKING WITH CHILDREN CHECK

DISCUSSION	Helen has received notification of changes to the WWCC requirements. 100 points of ID and a signed declaration will be required for P&C volunteers working with children. This also applies to parents involved with the school.		
CONCLUSION	Whilst it may be rare that a P&C vol is responsible for a child, it may be worthwhile for those able to provide the 100 points of ID anyway. It will be necessary for those involved/volunteering with the school.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

HALL MARKET DAY

DISCUSSION	This will be the week prior to the Duathlon. Kids usually provide art for competition and display. Helen could possibly involve the kids with flower arranging etc if parents could provide flowers.		
CONCLUSION	We need details of competition criteria to be involved in the market day.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Find criteria from Hall committee and provide for Helen	KAT	ASAP	

CORRESPONDANCE:

In:

Date	From	Regarding
	P&C fed	Federation mag
	Landcare	Unsuccessful grant
	P&C fed	Various emails.
	St John ambulance	Event booking
	WWCC	Annual grant certificate
	Boyce	Email re sponsorship
	Beyond bank	Email re sponsorship
	Aus Business register	ABN Status

Out:

Date	From	Regarding

Meeting Closed 9.40pm

Next Meeting: undetermined, possibly Wed Oct 11th, 7.30pm

Principal's report P & C meeting 6th September 2017

The term is moving along very quickly.

Hope you appreciated catching up on your students' learning with their I can...books. We were focusing on comprehension assessment during this time and you would have seen many examples of this.

Intern John Gordon has slotted in well.

Tell them From me Surveys- please complete as the data will drive the next three years planning.

School vision will also come from the schools' General policy.

To drive our school plan we are updating our general policy so it is in line with our goals and aspirations.

Staff has completed a draft first version- parents please give feedback.

Parents have been asked to answer two simple questions around their expectations and aspirations for their children.

WWCC update on policy and necessary documentation.

Bike week – Big Bike bash

Decided to hold ride to school / bike bash Tuesday 19th September at school with ride to school, BBQ breakfast and bike activities.

Touch football at Tarcutta 22nd September 2017.

Ladysmith P&C Income and Expenditure

2nd September 2017

August 2017

Opening Balance 1st August 2017 \$2783.35

Add receipts

SS teachers lunch 75.00

75.00

Less expenditure

PSSA XC expense 131.25

Father's day gifts 170.90

\$2556.20

Balance at Bank as at 31th August \$2832.98

Less outstanding cheques \$276.78

Closing Balance \$2556.20
