

GOOSEBERRY HILL PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC



P&C General Meeting Wednesday, 28 March 2018

Venue: GHPS Library

Meeting Opened: 6.37pm

1. **Attendance:** Kylie Eaton, Emma-Jo Broadley, Elissa Mansell, Matthew Snell, Deb Lack-Moran, Elis Sinclair, Christine O'Brien, Kerrie Rowe, Kym Buckingham, Ainslie Royle, Tracy Brand, Natalie Clare, Nicole Airay, Faye Morgan, Nicole Ireland, Jannina Halicki, Danielle Meagher

Apologies: Kate Anthony, Anna Campbell, Tessa Murabito, Katherine Gray, Dan Pearce, Narell Harrison, Priya Saracik

2. **Confirmation of previous minutes 13/2/18**

AGM:

Accepted: **Faye**

Seconded: **Elissa**

General Meeting:

Accepted: **Christine**

Seconded: **Danielle**

3. **Actions arising from previous minutes:**

- 3a. **Branding & Promotion: KB & NC**

- Lanyards have arrived and will be used for all P&C events. Executive committee will have their names on the lanyards, others will have 'Ask Me'. Will be collected and stored after each event for future use.
- **NC** has been updating Facebook page with details of events and other information as well as updates to the 'School Bag' app. We should be adding where funds for events are going, i.e. the community garden, etc.
- **NC** proposed a 'P&C Award for the Community' which could be used to recognize student achievements outside the school and/or other 'community-minded' efforts. **MS** to speak to **NC** about this at a later date.

- 3b. **Sustainability & Recycling: FM**

Waiting on **FE** for more information however have got veggie bags and starting to plant the seedlings. Aiming for October Fair for it to look good.

- 3c. **Proposals for Spending: MS**

Defer to Principals report

- 3d. **School Fair: NA**

Fair will be held Sunday, 21st Oct 2018, from 10am-3pm. Need a copy of the GHPS Certificate of Insurance. Spoken CoK and will set up meeting with Fair Committee once the submission is lodged.

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- 3e. **Welcome Event: NA**
NA/FM noted the 'Welcome Event' was very successful and everyone loved the fruit. This should be a 'standing' event early in the new school year.
- 3f. **Structuring Events for volunteers: KE**
Easter Raffle, Mother's Day Stall, Disco later in the year. The P&C will run these events however volunteers will be specific to allocated classrooms.
- 3g. **Schools for More: NC**
This was promoted on Facebook and in the newsletter however was not as successful as had been hoped. This promotion has now finished.
- 3h. **License Plates: NI**
3 sets have been sold recently. Another one likely in April from Mr David Flemming. 16 sets left in the series. FM proposed a letter box drop to promote. NI will add to community news boards.
Action: NI to invite Mr Flemming to show his cars at the Fair in October.
4. **Correspondence: EB**
Bank Statements, Insurance for Public Liability.
Accepted: FM
Seconded: DM
5. **Reports**
- 5a. **Fundraising: NA**
See attached
NA asked if we wanted to send out the 'Entertainment Books' again this year. KE will speak to NC about better communications and notice this year regarding the books but we will send out again.
Accepted: EM
Seconded: FM
- 5b. **Treasurer's Report: EM**
See attached
EM noted we just need to make sure funds go into the correct accounts. Updated forms have been emailed out to committee, office, kindy and pre primary.
Accepted: EB
Seconded: FM
- 5c. **Principal Report: MS**
See attached

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- Traffic Crossing: MS noted we need 20 children walking and 200 cars for a Type A permit for school crossing.
- After school: Issues with children hanging around after school unsupervised. Encourage kids with no parent supervision to head home or go to the office for assistance.
- Dance Sport/ EduDance: MS has engaged with the dance company to improve offerings. P&C to consider subsidising cost of dance sport in Term 4. **Action: add to next P&C agenda.**
- Spring Rd: Spring Rd has requested a stall at the school fair as they fall under GHPS jurisdiction. **Action: NA to communicate with Spring Rd to make sure stalls don't conflict.**
- Proposals for spending: Audio equipment/ roller doors for the Keene undercover area. Quotes provided. Create a motion to pay up to half for the 3 Monkeys audiovisual quote.

Moved: **KE**

Seconded: **EB**

MOTION:

That this P&C purchase an audiovisual system for the Keene Undercover Area from 3 Monkey's up to the value of \$13,000. That being 50% of the quoted price as costs will be split 50/50 with the school.

Accepted: **FM**

Seconded: **NI**

Motion moved unanimously

6. Easter raffle planning: NA

See Fundraising Report. Raised \$1000.

7. Mother's Day Stall: KR

See Mother's Day Report. Will be held Thursday, 10th May in the school library. KR happy to help organise this event for the next 2 years as there needs to be a single point of contact for the event. KR has requested a letter from the P&C to get a Mother's Day prize from Priceline.

8. Assistance for families: KE/JH

Request provision of assistance for families in need through canteen lunches. The need may not just be financial but could be through sickness, family tragedy, etc. over an extended period of time.

Action: KE to look into the second-hand uniform vouchers for families in need.

Action: Draw a motion to be tabled at the next meeting whereby P&C representative, in conjunction with the school chaplain and school principal with make a judgement on a case-by-case basis for assistance of school lunches through the canteen.

9. Any other business:

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JH: During 'Clean Up Australia' campaign it was noticeable there were a lot of zip-lock bags as rubbish. Promote policy for a bag-less society. MS noted the school is providing paper envelopes for cash for school events.

Action: MS to link the Environment Committee and the P&C to discuss further.

Actions: NC to work with JH on reducing waste with school lunches.

Canteen: CO noted we are opening full service on a Wednesday and we may need more volunteers. CO requested funds for canteen equipment.

MOTION:

That this P&C purchase a commercial sandwich press to the value of \$500.

Accepted: **KE**

Seconded: **KR**

Motion moved unanimously

MOTION:

That this P&C give Christine O'Brien the authority to purchase canteen equipment up to the value of \$200 which must be reported at the next P&C meeting.

Accepted: **KB**

Seconded: **FM**

Motion moved unanimously

CO noted she won't be here the first day back in Term 2.

Action: KE to add in the calendar.

Action: EM will create format for Canteen Report.

10. **Date of next meeting: 7th May 2018**

11. **Meeting closed: 8.41pm**

Kylie Eaton

8/4/18

Date