

MINUTES of Meeting

Monday 28th October 2024

Meeting Opened: 7:05pm Meeting Closed: 8:17pm

Next Meeting: Monday 25th November, 2024

Attendance	Roseanne Simms, Katie McGuire, Natasha Tyson, Fran Fava, Lauren Murphy, Laura Joseph.	
Apologies	Lindal Rankin, Dean LePage, Anand Shande, Amy Brinkley	
Motion to accept the previous minutes	Moved	Fran Fava
	Seconded	Natasha Tyson
Item 1 – Correspondence		
1.1	Handed out previous to the meeting.	
Item 2 – NSW P & C Federation notices/policy for discussion		
2.1	(All NSW P & C Federation correspondence is freely available at https://www.pandc.org.au/ and therefore will not be included in meetings)	
Item 3 – Sub-Committee Reports Requested		
3.1	Principal's report – Attached - Thank you also for the money for the laptop money donation.	
3.2	President's report – Attached	
3.3	Treasurer's report – Not submitted – Account is currently \$68,344.71 – need to re	
3.4	Uniform shop report – Attached – Company needs to reimburse money for a wrong order before the right invoice is paid. Risk assessment is coming, just needs approval. Terri to come and look at the space to see cooling options as air-conditioning seems to be very expensive.	
3.5	Canteen report – Attached – no pie warmer still; delivery was delayed. Fran to survey staff to see what they would like on their menu. Thanks to Woolworths for helping supply our fresh fruit for the term.	
3.6	Music report – Attached	
Motion to accept Sub-Committee reports: Moved: Fran Fava Seconded: Natasha Tyson		
Item 4 – Parent Feedback		
4.1	Grandparents' day feedback – although it is acknowledged that the day had to be postponed, this has caused issues as some audiences needed to apply for leave to attend and now cannot change to adapt to the new date.	

	<p>The school acknowledges this and were disappointed as well, however, it was not something that was in their control.</p> <p>Is the school investigating funding options for play equipment for the students - The school would not be able to dedicate extra staff to a new play area. We could look at fitness equipment in the space where the portable classroom was removed. This needs to be investigated.</p>
5	General Business
5.1	Audit and reconciliation – Fran needs assistance from Anand in entering information regarding payroll into the ATO. Uniform shop still needs 2 square payments fixed up and Anand needs to complete several reimbursements.
5.2	<p>Fundraising - Roseanne</p> <ul style="list-style-type: none"> - Class Christmas Party - Friday 6th December – Sausage sizzle, poppa/water and a snap stick + Xmas muffi – Budget approval for \$800 Approved - Laura Joseph Second – Lauren Murphy - Christmas Carols BBQ - Tuesday 10th December – BBQ from 4:30pm – 6:00pm. Carols start at 6:30 to give us time to pack up and go watch. P&C to let the school know how many seats to reserve. Budget approval for \$600 Approved – Laura Murphy Second – Fran Fava - Christmas Raffle - Drawn Tuesday 10th December Budget approval for \$200 Approved – Natasha Tyson Second – Fran Fava
5.3	Ethics classes – a post was placed on the parents Facebook page – the school has been approached for this however the company only offered classes for kindy. This was not appropriate for the school setting and supervision. As the school is small, they do not have a lot of staff to supervise lots of different groups.
5.4	2025 Treasurer needed still – Alex Carter has volunteered to be co-treasurer and will attend next meeting to be nominated and voted on.
5.5	Band – request to investigate different avenues to support the running of the music program - Approved – Katie McGuire Second – Roseanne Simms
5.6	Last P&C meeting and our final 2024 meeting – to be held at school – looking at ordering pizzas for after the meeting.
5.7	Funding request for \$400 approved for welfare request via email voting.
5.8	Funding request for \$1200 approved for a new pie warmer via email voting.
5.9	Please keep checking emails for P&C content as this is the main form of communication.
5.10	2025 Kindy packs – Fran to coordinate. Budget request for \$100 Approved – Roseanne Simms Second – Natasha Tyson
5.11	Next month's agenda – are we happy to continue to fund the wellbeing SLSO - \$30,000.
5.12	Katie and Lauren to count the raffle money on Friday for Halloween.
5.13	
5.14	
5.15	
5.16	

Item 6 – Other Business	
6.1	
Item 7 – The next meeting is scheduled for: Monday 25th November	
Item 8 – The meeting closed at 8:17pm	