# Agenda of P&C Meeting

**Oakhill Drive Public School**

<table>
<thead>
<tr>
<th>Date</th>
<th>Next meeting</th>
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<tbody>
<tr>
<td>12 August 2013</td>
<td>9th September</td>
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<table>
<thead>
<tr>
<th>Type of meeting</th>
<th>P&amp;C Meeting</th>
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<tbody>
<tr>
<td>Facilitator</td>
<td>Secretary</td>
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<tr>
<td>Minute taker / Timekeeper</td>
<td>Secretary</td>
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<table>
<thead>
<tr>
<th>Attendees</th>
<th></th>
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<tbody>
<tr>
<td>AK, NB, PB, MH, KN, LW, RC, CC, JE, FF, AW, TR,</td>
<td></td>
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<table>
<thead>
<tr>
<th>Apologies</th>
<th></th>
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<tbody>
<tr>
<td>DJ, HP, HG, KC, VS, BVN, MC, AF</td>
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## Acceptance of previous minutes

Accepted: PB
Seconded: NB

## Outstanding Actions Review

### Action Items / Progress

<table>
<thead>
<tr>
<th>Action Items / Progress</th>
<th>Responsible</th>
<th>Original</th>
<th>Expected</th>
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<tbody>
<tr>
<td>Reinvestigate light for the walkway to the small gate and bus shelter idea – Source quotes and timer/solar lights (end of COLA/Big) / timer for after school care?</td>
<td>DJ</td>
<td></td>
<td>Awaiting quotes</td>
</tr>
<tr>
<td>Lower Oval Project – Part 1 completed Part 2 – quotes received Feedback sought/ votes tallied</td>
<td>RC</td>
<td></td>
<td>Considered all votes definite winner in design and votes from teachers and students so decided to go ahead with A play classic 18 at $54,700. Exact and final quote</td>
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<tr>
<td>P&amp;C considering subsidising staff t shirts for excursions/sport (with the school crest)- quoted $25-$30 each ? PP advised she was going to ask for the go ahead to get new sports shirts and shorts made up for approval/discussion. They will be made by School Uniforms Australia – much more stylish in line with Cherrybrook, John Purchase and CTHS. Perhaps teachers shirts could be at cost/discounted ( to be included in discussions/quotes). P&amp;C agreed in principal to at least meet 50/50 cost for teachers if not more – depending on costings. – To discuss when made up.</td>
<td>PP</td>
<td>April</td>
<td>For sports uniform - images should be available early next week. Have established students shirt will have 2 colours and teachers have reverse to differentiate – should cost $21 per shirt. Not ordering old shirts phasing out now. Letter to go to school regarding change of sports uniform.</td>
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**Presidents Report**

- In memory of Mr Sands a $100 cheque has been sent to the cancer council
- Continuing from last years’ Brett Murray Presentation we have invited the Police to talk about local issues particularly around technology, facebook, instagram etc this will be held in August. Separate note to go out this week (MH)
- AGM will be held Nov 11th roles to be advertised August (MH)
- Letter to go out re new sports uniforms (MH)
- P&C levy – have received $22520
- P&C received a lovely thank you from Christine, Heather and Mimmi for their gift cards after all their hard work.
- Roopal Patel will now be taking over from Christine Thorley as Canteen Convener – now signing over all the Banking forms!

**Principals Report**

- Apologies from David Jenkins and Helen Paris.
- 6 Classes and 8 staff members went on a successful excursion to Canberra, students were outstanding
- Education week – outstanding roll up, concert well attended at Cherrybrook High School.
- Stage 3 had Brendan Cavanagh he was a year 6 student in 1996. He spoke to them about democracy and achieving your goals.
- Arts Policy – the Yearly allocation is $1600 spent art camp $200, Mind marathon cost $560, debating camp is $965, maths camp is $ 330 per child. It was decided to increase the allocation for “arts policy “ to $ 2000 for 2013 to cover maths camp. This $2000 would continue on an annual basis. It was suggested that 50% split would be a good way of allocating amounts but it is the schools decision to spend this bucket of money as it best sees fit.
- As the school has grown we have been given an additional teacher. After a lot of discussion it was decided that this year it would be best utilised supporting in classrooms Mrs Priya Matsen – will be working with Yr 2,4 ,5 and K to assist in maths and literacy across all. Best way to use resource to the end of 2013.
- Band Eisteddford went well today
- We have had staff away with professional learning – eg Gifted and talented conference, board of studies assessment course, live life well at school (PE), maths problem solving, integrated curriculum program, English as an additional language (requirements are changing).
- Historically P&C have funded rising generations(leadership) and First Aid course and Year 6 cake, teachers meals at year 6 farewell- P&C agreed to do the same this year at around Rising Generations $1900, First Aid $900, Cake $350 and Teachers $20 per head.
### Treasurers Report

5 min  KK

- P& C Insurance is due again. Paid $1933 last year. If we mirror the insurance policy of last year cost is $1944. P&C happy to go ahead.
- KK needs to look into insurance for new music room in Term 4.
- $91739.47 in bank at moment. Allocated/committed $75,700 unallocated $21,469 (before tonight’s meeting).

### Band Report

2 min  L and B VN

- Music room tracking on OK. DET approved in principle – note needs to go to neighbours etc
- Will more than likely be in after Funday
- Eisteddford was on today – all bands got something – very well done.

### Banking Report

2 min  KK

- CBA representative Peta McGavin will be attending the 2014 Orientation Day on the 6th of November. KC is awaiting a reply from Hollie Brito re times they would prefer the representative to speak as I have just received word from Peta saying she could stay behind after to open accounts for the new intake.

### Canteen Report

2 mins  MH for VS

- Slow start for the term with years 5-6 away. Meal deal this Wednesday – so far over 175 orders plus late orders or on the day orders. This term a lot of late orders – have put into Acorn this week to ask parents to remind their children.
- The operating loss for October 2012 to July 2013 (YTD) was $3,158.86, compared to a profit of $2,667.53 last year (YTD). The closing bank balance was $16,577.77 as at 31 August 2012.
- Year to date canteen sales are lower at $70,894.94 compared to $74,419.06 during the same period last year.
- Year to Date Gross Profit was $27,952.72 compared to $31,806.51.
- Lower Sales and lower Gross Profit resulted in a loss this year as compared to last year.
- The award rate applicable to our Canteen employees was reviewed as at 1st July 2013. I have put together a separate letter with regard to this.
Community Events

1 mins  FF/MH

Art work has been approved for banners etc. Flyers and banners will mirror this. Pony rides will be sponsored by Louise Carr. Having a lolly mufti day. 109 bottles for wine tombola. BBQ on election day plus a raffle. Approaching good guys re ipad for raffle prize. Checking re security cover as requested. Really just alarm not “security”. Movie Night cancelled due to election night.

Uniform Shop

5 mins  PP

Working hard to get new sports uniforms.

General / New Business

10 mins  RC/JE

School photos very expensive - maybe look at cheaper options next year.

Playground update – students and teachers have voted Chose A play classic 18 at $54,700. Exact and final quote. To be done asap. See below for photo.