



# Avoca Beach Public School P & C Association

## Minutes of Meeting — 14 May 2007

**Present:** Michele Attwood, Peter Whelan, Paul Buffey, Nick Stylianou, Fiona Youles, Debbie Rendall, Jacqui Thurlow, Mark Hardcastle, Sharon Scriven, Samantha Kiss, Linda Elliot, Judith Price Maljers, Carol Fortey, Julie Fitzsimmons, Kylie Hoskin, Rachel Mitchell

**Apologies:** Kerrie Yates

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### ACTION

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Meeting commenced: 7.35pm. Mark welcomed everyone.

1. **Minutes of last meeting** were posted on the website. Accepted as accurate. Proposed: Mark Hardcastle Seconded: Linda Elliott

### 2. Business Arising

- Playground Equipment Report. Committee at school (Dave Hooper+) to meet with & finalise with Linda Elliott (LE) and Jackie Elder (JE).
- Canteen and Uniform Shop Guidelines. P&C Federation has guidelines for canteen but not for uniform. Agreed that Uniform Shop rep attend Canteen Meetings to decide prices, margins, etc.
- Tupperware – only 2 responses. \$10 raised
- Investing in Schools Grant Submitted. Application included installation of 4 reverse cycle air conditioning units (from M and H Air), and 17 desktop computers to top up library computers. Two of these computers will have adequate system requirements to run video editing software.
- IGA card re issue Paul Hutchinson

LE, JE to meet teachers and will order before next meeting

Uniform Shop reps attend Canteen Meetings for support.

Mark to follow up when approved.

Paul Hutchinson at Fair?

### 3. Correspondence (In and Out)

- DET teacher application process. Roxanne Davies appointed. Thank you to Kerrie Yates.
- Money from Govt grant funding for barbeques, umbrella and trestles \$2921.60 etc. has been approved and will be purchased for this year's fair!

Mark and Paul B to buy the equipment

**ACTION**

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- ATO GST Exemption for P&C - disqualified from applying due to P&C Federation guidelines

No action

**4. Reports**

**Principal's Report** given by Peter Whelan

- Roxanne appointed for vacant position. 48 applicants 6 interviewed.
- Request for school oval to be used by ladies soccer team. No — oval not up to it, as children need access to oval.
- Semester 1 reports at end of week 9 — Compliant with Federal Government Guidelines. Software has teething problems. Adjustments to be made to improve for future use
- 2006 Annual Report sent home today. Only just issued as it was requested that it not be printed until after the elections. Different format - new info like school group growth. Very good improvement in literacy and numeracy results.
- Student Safety. Parent sent letter to Peter about irresponsible driving, asked to put letter in newsletter.
- Can P&C financially support pupils who represent North Sydney/State? It was discussed at a meeting in June 2006. Kerrie Yates has prepared the following proposal:

Jacqui to say no to club

Peter to put in newsletter

Approved, parents to be encouraged to utilise this support.

“When a student is selected to represent the school at the Northern Sydney or State level, the family of the student can apply to the P & C for financial assistance to assist with accommodation or the purchase of Uniforms to a value of no greater than \$200 per student. The request will need to be in writing requesting assistance and provide documentation outlining the expenses to be incurred.”

Proposed: Mark Hardcastle. Seconded: Deb Rendall

- Water grant audit person didn't turn up today so delayed until July.

**Treasurer's Report** given by Carol Fortey

- \$12,500 at end of April
- \$158.50 cake stall
- Fashion parade at \$62 loss. Decided to continue doing it.
- Ball made \$6000. Budgeted for \$2,500 but venue was free
- Mother's day \$1500. Well done Judith — lots ready for next year
- Dads and teachers thank you for Mother's Day Breakfast.
- Auditors ANZ bank wanted more signatures so delayed
- Outstanding cheques Nick Stylianou and Martin Veysey

Martin to follow up with Carol

**Canteen Report** given by Kylie Hoskin

- Last term power failures claimed on insurance. Power board upgraded, equipment all serviced, water related - roof leaking?
- Auditors want all bookkeeping records to be computerised. Leisa Howitt has set up and being used from January 2007.
- Kincumber School Canteen problems - not paying tax, superannuation etc. We're not in same position.
- Canteen network meeting, run by area health, in next few weeks.
- We are the only school running at a profit due to a large volunteer network supporting Kylie's initiatives. Other schools looking at Kylie to see how she does it.
- **Uniform Shop Report** not given

Well done Kylie.

**Fundraising Committee**

- Ball Carol. Committee having a thank you luncheon at Carol's.
- Mothers Day Stall Judith. Great helpers. Mary Coney coordinated knitting bee – 68 scarves all up. \$1800 profit, raffle made about \$300.
- School Fair Paul B. Leanne Smallbone needs MC for fair 11am until 3pm (1 to 2 Auction break). Paul Hutchison is unable to coordinate prizes this year. Rides more expensive but for longer. What about oval- hoping it won't rain- but people to marshall the field when rides and trucks arrive/leave.

Paul B to organise MC.  
Paul B to ensure oval integrity.

## 5. Agenda Items by Mark Hardcastle

- **P&C focus.**

- Reason we're here is to support school
- Agenda, president's report published in newsletter and on web site with the minutes.
- Encouraged to use website.
- Budget looked at very quickly. P&C should be more specific about how its money is being spent so there's more focus. We need a plan of how to spend the surplus we'll make this year. Put it in the newsletter to see what ideas people have. Current program for gifted is good, but what about students with learning difficulties that are not deemed bad enough to go into bottom group which receives assistance.
- Road Safety. 5 page submission to GCC wanting roundabouts at Baronga Ave and Cape Three Points. Extend both bus zones & convert to 'Drop off/Pick up Only' lanes & extend car park to the west. Education program for parents, students & staff. Peter and Mark to take to council and Chris Hartcher to get local support. Put it on the web site and make it a community issue. Fines all gone up.

- Walking School Bus idea from Sharon Scriven. Volunteers need to be police checked. Timetable and stops where they pick up and drop off, badges, safety in numbers, cuts down on numbers dropping off some schools Umina have it. Insurance and routes by road safety officers. Great idea. Lack of pavements 1 to 8 ratio

## 6. General Business

- Deb Rendall asked if notes can be emailed from teachers rather than hard copy.

7. **Date of next meeting:** 18<sup>th</sup> June (after long weekend)  
**Meeting concluded:** 9:15 pm.

Mark to speak with Carol & Peter about budget.

Mark to follow up on a program later this year for the weaker students.

Mark to put submission to council

Sharon to survey parents via newsletter

Notes on website.