



## Plattsburg Public School Parents and Citizens Associations Minutes

**MEETING:** *Plattsburg Public P&C Association, Plattsburg Public School, Ranclaud St, Wallsend NSW.*

**DATE:** 12<sup>th</sup> February 2015

**IN ATTENDANCE:** Ellen Bax (Principal), , Amanda Wasowski (VP), Susan Saxby (Treasurer), Sandra Moriarty (Secretary), Crystal Jones, Odette Radburn, , Laurinda Lawrence, Melissa Franze, Charmain Foster

**APOLOGIES:** Allison Neal-Mahony (President), Margueritte Morrison.

**TIME COMMENCED:** 1.30pm      **TIME COMPLETED:** 3.00pm      **MINUTES:** Sandra Moriarty

ITEM NO.	TOPIC	DISCUSSION	ACTION / DECISION	RESPONSIBILITY / TIMELINE
1	Confirmation of Previous Minutes	1.0	It was proposed that the minutes dated 13 <sup>th</sup> November 2014 be accepted as a true record. <b>Moved: Susan Saxby. Seconded: Amanda Wasowski Carried: Unanimously</b>	All
2	Business Arising from previous minutes	2.0	N/A	All
3	Correspondence In/ Out	3.0	Correspondence In: ➤ N/A	Sandra
4	Principal's Report	4.0	Focus group discussion to be announced regarding Five Keys To Success	Ellen
		4.1	All canteen volunteers to read and sign Induction and Safety sheet.	Sandra
		4.2	Walk-a-thon to be scheduled in October and coinciding with our mandatory evacuation plan.	Ellen
		4.3	Update of Allergen Policy for canteen. All members agree to endorse this policy	Ellen
		4.4	Enrolment policy change, once enrolments reach 280 we cannot accept out of zone students. See attached policy.	Ellen
5	Treasurer's Report	5.0	To vote at the AGM or on any policies/decisions throughout the year you must be a financial member. \$2 to be paid prior to the AGM on the 12 <sup>th</sup> March 2015. Account Balances ➤ Tuck Shop - \$12,747.31 ➤ Petty Cash - \$1236.63 ➤ P&C Fundraising - \$1.53	Susan

			<ul style="list-style-type: none"> <li>➤ P&amp;C Account - \$11,457.18</li> <li>➤ P&amp;C Financial Member Fee \$2.00 <ul style="list-style-type: none"> <li>• Charmain Foster</li> <li>• Amanda Wasowski</li> <li>• Sandra Moriarty</li> <li>• Allison Neal-Mahony</li> <li>• Susan Saxby</li> <li>• Crystal Jones</li> <li>• Ellen Bax</li> </ul> </li> </ul>	
6	<b>Canteen</b>	6.0	<ul style="list-style-type: none"> <li>➤ \$160 to fix fridge</li> <li>➤ Quote obtained for pie oven door which exploded today</li> </ul>	Sandra
7	<b>Canteen Treasurer</b>	7.0	Canteen is paying Sandra Moriarty 2 days per week (10hours per week) to establish online canteen/uniform shop, stock control, prepare rosters and develop a business model to show a clear profit and loss. Sandra will continue to volunteer on a Friday.	Susan/Ellen
8	<b>General Business</b>	8.0	Ellen to obtain a quote for cement slab to put portable stage down in the gully, will double as a handball court.	Ellen
		8.1	Hairspray musical plans are full steam ahead. Tickets on sale during Term 2 and the production will be held in the Bini Shell at Jesmond High School.	All
		8.2	McDonald's fundraiser – contact McDonald's Wallsend and see if they will participate in a fundraiser in conjunction with our school.	Allison via email
		8.3	Certificate of participation for Easter Hat Parade unnecessary and will be problematic with such a busy final week of Term 1.	All
		8.4	Clean Up Australia Day to be advertised in newsletter for school on Friday 27 <sup>th</sup> Feb at 3pm. A team has registered for Clean up Australia Day at Federal Park for Sunday 1 <sup>st</sup> March, if any school families would like to join the team from 8:30am until 10:30pm meet at the table in Federal Park at the end of Ranclaud St.	Allison via email
		8.5	Athletics Carnival – 2 <sup>nd</sup> April. Marshalling area, recording sheets, map of events. Susan to order ribbons. Call for volunteers and supervision for students waiting for events. Amanda Wasowski provided a very detailed plan, schedule of events and structure of how the day should run, see attached. Thank you Amanda for the time you put into this plan.	Amanda
		8.6	150 <sup>th</sup> memorabilia – waiting on retouched logo from Mr Person	Sandra/Donna
		8.7	Camels booked for 150 <sup>th</sup> Fete, 19 <sup>th</sup> September 2015 and will send an email to confirm.	Allison via email
		8.8	600 flyers delivered in Kahibah, thank you Allison.	Allison via email
		8.9	Ask Britt to discuss pavers and possible wall garden. Britt was unable to attend meeting, Allison will catch up with her when she returns to school.	Allison via email
		9.0	World Vision Sponsorship, look at sponsoring a child on behalf of the students and school. This needs to be sustainable financially. Examples could be by choosing a canteen product, "by buying this product you will support "this child" and contribute a	Laurinda

			percentage. Approximate cost is \$40-\$50 per month and would only cost our students 10 cents per week. The sponsored child would give our students a global conscience and the importance of not only what financial assistance can bring to their community but a sense of caring and compassion. Laurinda to look into this further for our next meeting.	
		9.1	The Secretary types an Agenda before each meeting to keep the meeting moving along and reduces the occurrence of getting sidetracked. Members can bring up any topic during General Business or email Sandra at <a href="mailto:Plattsburgpandc@gmail.com">Plattsburgpandc@gmail.com</a> to add items prior to the meeting.	Sandra
	<b>Next Meeting</b>	12 Mar 2015		

**CLOSURE:**  
Meeting closed at 3:00p

m. The Chairperson set the date for the next meeting at 6.00pm on Thursday 13<sup>th</sup> March 2015 at Plattsburg Public School at Ranclaud Street, Wallsend.

CHAIRPERSONS SIGNATURE: \_\_\_\_\_

SECRETARYS SIGNATURE: \_\_\_\_\_

*DATE: Confirmed this*

*day of*

*2014*