



# Plattsburg Public School

## P&C Minutes



**Meeting:** Plattsburg Public P&C Association, Plattsburg Public School,  
Ranclaud Street, Wallsend

**Date:** 9th June, 2016

**In Attendance:** Ellen Bax (Principal), Allison Neal-Mahony (President), Jodi Robertson (Vice-President), Susan Saxby (Treasurer), Amanda Wasowski (Secretary), Sandra Moriarty (Canteen Supervisor), Margueritte Morrison

**Apologies:**

**Meeting Opened:** 6:15pm

**Meeting Closed:** 8:30pm

**Minutes:** Amanda Wasowski

**Agenda:**

ITEM	DESCRIPTION
1	Welcome and Introductions
2	Previous Minutes
3	Apologies
4	Correspondence In and Out
5	Principal's Report
6	Treasurers Report
7	General Business:- Volunteers grant <ul style="list-style-type: none"><li>- Canteen price increase</li><li>- Micro mesh uniforms</li><li>- Walk-a-thon<ul style="list-style-type: none"><li>- confirm date and numbers</li></ul></li><li>- Book Week<ul style="list-style-type: none"><li>- raffle, meal deal etc</li></ul></li><li>- Audio System</li></ul>

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
1.0	Introductions		Jodi
2.0	Confirmation of Previous Minutes	Minutes dated 12th May, 2016 be accepted as a true record. Moved: Susan Saxby Seconded: Sandra Moriarty	All
3.0	Apologies		All
4.0	Correspondence In and Out	Bank Statements Audio system quote	Amanda
5.0	Principal's Report	The school has asked to go shares in a new quality portable audio sound system. Thank you to Bunnings for inviting our students to perform at a Naidoc ceremony. LMBR (new financial system) goes live on Tuesday 14th June. No news on having the gates for the pool car park opened during the day for the convenience of parents.	Ellen
6.0	Treasurer's Report	Account Balances ⇒ P&C Account:- \$ 24 689.52 ⇒ Tuckshop Account:- \$ 7489.98 ⇒ P&C Fundraising Account:- \$ 0.53 ⇒ P&C Petty Cash:- \$ 780.63 ⇒ P&C CAPA Account:- \$ 1886.92 Audit report has been submitted to the school. Accountant has made suggestions to simplify book work which have been actioned.	Susan
7.0	General Business	Volunteers Grant A volunteer's grant of \$5000 has been awarded to the P&C. There was a vote in favour of a dishwasher for the canteen and will now start to look at quotes.	Sandra

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
7.1	General Business	<p>Canteen Price Increase</p> <p>Canteen prices on selected items will need an increase to reflect price increases from wholesalers. Price increases will be implemented in term 3 and all canteen prices will be reviewed at the end of term 4.</p>	Sandra
7.2	General Business	<p>Micro Mesh Uniforms</p> <p>Quality of the micro mesh shirt and short is poor and will start to phase them out. The cotton is more durable and have sourced another alternative for more durable shorts.</p>	Sandra
7.3	General Business	<p>Walk-a-thon</p> <p>Registration has be completed including online fundraising and will be run 14th October. Notes to go out week 10 of term 3.</p>	Amanda
7.4	General Business	<p>Book Week</p> <p>Book Fair and Education Day is 3rd August.</p> <p>Raffle Prizes suggestions:- 1st prize mini iPad</p> <p>Meal Deal:- will need to brainstorm.</p>	All
7.5	General Business	<p>Money raised from Entertainment Books is approximately \$450.</p> <p>A thank you has been sent to Kerry Chapple for the flowers for Mother's Day.</p> <p>Susan arranged the purchase of bags for Breakfast Club and two more need to be purchased.</p> <p>Volunteers required to paint the giant outdoor chess board.</p> <p>Quotes are being gathered for replacing the curtains in the hall.</p> <p>A suggestion to limit raffle prizes to ten.</p> <p>A suggestion to give the lectern in the hall a facelift including a sign of the school logo for the front to replace the banner.</p> <p>A proposal for a photography competition has been rejected.</p> <p>A suggestion for an itemised list of canteen duties for new volunteers will be actioned.</p>	Allison

7.6	General Business	Will need to discuss Junk Sculpture competition	Ellen
7.7	General Business	Bunnings have come and looked at the Anniversary garden and have designed a plan and the garden will be completed by the end of June.	Susan/Amanda

**Close:** The Chairperson set the date for the next meeting at **6:00pm on Thursday 11th August, 2016** at Plattsburg Public School, Ranclaud Street, Wallsend.

**Chairpersons Signature:** \_\_\_\_\_

**Secretary's Signature:** \_\_\_\_\_

**Date:** Confirmed this \_\_\_\_\_ day of \_\_\_\_\_ 2016