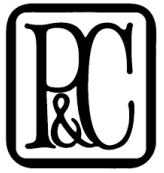




Plattsburg Public School

P&C Minutes



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

Date: 19th November, 2018

In Attendance: Ellen Bax (Principal), Odette Radburn (President). Kerrie Partridge (VP), Amanda Mikulski (Secretary), Sandra Moriarty (Canteen Supervisor), Janet Duff, Kelly Fulcher, Zac Marshall, Kylie Evans

Apologies: Susan Saxby, Allison Neal-Mahony,

Meeting Opened: 9:37am

Meeting Closed: 10.45am

Minutes: Amanda Mikulski

Agenda:

ITEM	DESCRIPTION
1	Welcome and Introductions
2	Previous Minutes
3	Apologies
4	Correspondence In and Out
5	Principal's Report
6	Work Health and Safety
7	Treasurers Report
8	Canteen Report
9	Previous Business:- <ul style="list-style-type: none">• Uniform Shop• Free Mason's Scholarship• McDonalds Family Fun Night• Colour Run Prizes
10	General Business:- <ul style="list-style-type: none">• Bunnings BBQ• Class Names• Volunteer Badges• SES Truck• Breakfast Club

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
1.0	Introductions	Welcome to all	
2.0	Confirmation of Previous Minutes	Minutes dated 22nd October, 2018 be taken as read and confirmed as a true and accurate record.	Moved: Sandra Moriarty Seconded: Janet Duff
3.0	Apologies	Allison Neal Mahony, Susan Saxby, Chris Smith	All
4.0	Correspondence In and Out	Payment Advice from McDonalds	Amanda
5.0	Principal's Report	<p>Playground Equipment</p> <p>Has been installed and now waiting on soft fall to be added.</p> <p>Finances</p> <p>The following positions have been included in RAM allocations;</p> <p>Librarian,</p> <p>Communication Officer,</p> <p>Lesley Buxton position,</p> <p>Donna Brooks as instructional leader DP,</p> <p>Dave Hopson as LAST,</p> <p>Anne Lanutti in Early Action to Success while Emily Bruce is on leave.</p> <p>Jasmine O'Donnell, Amy Worsfold, Tanya Lane and Jodie Stokes are employed for 2019.</p> <p>Term 3 Staff development day will be Monday week 2 to attend conference.</p> <p>Kindergarten rooms to be painted and chimneys repaired.</p> <p>Federal Park</p> <p>Issues arising between students after school have been addressed.</p>	Ellen

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
6.0	Work Health & Safety	Canteen pie oven door exploded again. Will no longer get glass doors.	Sandra
7.0	Treasurer's Report	Account Balances ⇒ P&C Account:- \$ 17, 341.21 ⇒ Tuckshop Account:- \$ 11, 282.97 ⇒ P&C CAPA Account:- \$ 1, 772.39	Susan
8.0	Canteen	Price increases due to supplier price increases will come into effect Term 1 2019.	Sandra
9.0	Previous Business	Uniform Shop Update A full stocktake has been conducted and a new selling system has been put in place. This includes documenting sold stock and offering an 8 week layby option. New lock has been put on the door to the uniform shop.	Amanda
9.1	Previous Business	Free Mason's Scholarship Charity organisation who have offered two yearly scholarships. Students will need to adhere to a criteria, submit a portfolio and have two referees. Scholarship money will go to the school and allocate as needed.	Zac
9.2	Previous Business	McDonalds Family Fun Night \$238 was raised and has been direct deposited into the P&C account.	Amanda
9.3	Previous Business	Colour Run Prizes Have been ordered and should arrive shortly.	Amanda
10.0	General Business	Bunnings BBQ Booked for 1st December and will need volunteers. A note will go home asking for volunteers.	Amanda
10.1	General Business	Class Names Class names have been confusing for students and parents this year. Canteen volunteers have really struggled with lunches due to this. Motion Change class names to make them less confusing	Ellen

ITEM	TOPIC	ACTION/DECISION	RESPONSIBILITY/ TIMELINE
10.2	General Business	Volunteer Badges All volunteers in the canteen and breakfast club have been instructed to wear badges.	Ellen
10.3	General Business	SES Truck Motion: A parent with connections to the SES has asked if we would like her to arrange a truck for Christmas in the Gully. Action: It was decided to not accept the offer due to WHS issues.	Ellen
10.4	General Business	Breakfast Club Bread Collection A roster has been drafted for the Christmas break. We have a family with horses that are happy to take excess bread during the holidays. Will arrange with bread collector. Due to CCWC no longer having a coordinator, we will now be collecting the bread from Bakers Delight instead.	Amanda

Close: The Chairperson set the date for the next meeting at **9:30am on Monday 11th February 2019** at Plattsburg Public School, Ranclaud Street, Wallsend.

Chairpersons Signature: _____

Secretary's Signature: _____

Date: Confirmed this _____ day of _____ 2018