

Plattsburg Public School

P&C AGENDA

1. Welcome and Introductions

2. Apologies

3. Principal's Report

4. Work Health and Safety

5. Canteen

6. Treasurer's Report

7. Previous Business

- Thompson Pie drive ordering
- Fathers day stall orders/wrapping/raffle tickets
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8. New and Arising Business

- Athletics singlets for Zone

9. Action Items

Plattsburg Public School



P&C Minutes



Meeting:	Online		
Date:	09/08/2021	Meeting Opened:	6.30pm
Minutes Prepared By:	Larissa Wood	Meeting Closed:	8.20pm

1. In Attendance:

Kristie, O'Brien, Ellen Bax (Principal), Alicia Brown, Bernadette Jopp, Amanda Mikulski, Sandra Moriarty, Susan Saxby, Tamara Parini, Melanie Simpson (President), Larissa Wood (Secretary), Kim Gilbert (Treasurer)

2. Apologies:

Kristin Halliwell, Jodi Robertson (Vice President), Tamara Parini

3. Previous Minutes:

The minutes from the 19/07/2021 general meeting have been read and confirmed as a true and accurate record.

Moved by Melanie Simpson, Seconded by Larissa Wood, Carried unanimously.

4. Agenda, Discussions and Decisions

Topic	Discussion
Introductions	Welcome to new and existing members.
Previous Business	Action items from previous business have been postponed & discussed during meeting
Principal's Report	<ul style="list-style-type: none"> • Back Gully rejuvenation postponed as drain runs along the perimeter and trees are occupying neighbouring drains. More Investigations required • Kindy room requires refurb in wet area with new cupboards, etc. Possible funds to be spent here • Fathers day stall to continue online • Minimal staff and children at school—2x per day at the moment • Covid Online learning to commence if restrictions continue along with the paper option also • Digital device policy to be forwarded to all P & C members. Policy reviewed & agreed to continue. Moved by Melanie Simpson, Seconded by Larissa Wood • WHS—Risk management plan reviewed and agreed. No WHS items/ Risk management to be reviewed at this stage. All Complies • Possible talks of an OOSH onsite- Early days and a lot of investigation to occur to see is feasible to commence

Work Health and Safety	- No Items to report
Treasurer's Report	Account Balances; P&C: \$13,069.41 Canteen: \$10,109.49 CAPA: \$112.39
Canteen	<ul style="list-style-type: none"> • Canteen currently closed and all bills have been paid • Chicko roll lunch a very big success
General Business	<ul style="list-style-type: none"> • Thompson Pie Drive a possibility with Covid with delivery to door. Kristie to post menu online for P & C to collate items • Larissa to complete appreciation certificates for Fathers Day Raffle • Melanie & Amanda to discuss online Fathers Day stall and prepare. Also possible artwork/card for fathers day for students to submit to school or online for Raffle prize. Social media post / email out to parents/student • Zone Singlets and netball uniforms are stored in Canteen for use when required. Mr Hopson will be made aware • Uniforms—possible fleece vest type option for the spring/autumn months • McDonalds Fundraiser to be organised asap

5. Action Required	Responsibility	Timeline
McDonalds Fundraiser	Alicia Brown	ASAP
Fathers day stall Online / Fathers Day raffle	Amanda/Melanie	ASAP
Thompson Pie	Kristie O'Brien	ASAP

6. Close
<p>The Chairperson set the date for the next meeting at 06/09/2021 @ 6.30PM Via zoom</p> <p>Chairperson Signature: _____</p> <p>Secretary Signature: _____</p> <p>Date: / /</p>

Voting on a motion

When a motion or decision needs to be minuted, you need to document the motion and the decision. It will look similar to;

Motion: to change general meetings to Wednesday

Carried: unanimously OR not carried