Minutes of the Comet Bay Primary School P & C Meeting

Location: Comet Bay Staff Room

Date: 12th October 2010

Time: 7.00pm

Attendees:

Derek Gross; Natasha Clear; Joss Smith; Suzanne Finnegan; Michelle Chambers; Emma Anderson; Amanda Bradford; Lynne Robson; Martin Turner; Robyn Allomes; Sara Belmont-Kleingeld; Kate Burton; Shiralee Harvey; Matt Osborne; Karen Reid

Apologies;

Elise Jahn; John Graham; Rachel Lillico

1. Open & Welcome

Official open and welcome to all new and current members by P & C President – Kate Burton. All attendees were reminded of that the meeting would be conducted in conjunction with the schools Tribal Agreement;
- Attentive Listening
- Appreciation/no put-downs
- Mutual respect
- The right to pass

2. Minutes of Previous Meeting

The minutes of the P&C Meeting 14th September 2010 are read and confirmed as true and accurate record and a copy has been placed on school file.

3. Correspondence – Shiralee Harvey

Shiralee advised of the correspondence received and redirected to appropriate people.

4. Reports

President - Kate Burton

Car Boot Sale was a huge success and raised approximately $4329.52. It was a great community event and we had over 30 volunteers.

Bunnings Sausage Sizzles were held on 2nd & 9th October 2010 and raised approximately $1500.00. There is still a bit of stock left over which will be used in future sausage sizzles.
Walking Bus although it is a good initiative the response has been minimal with only 18 ch’n responding. The 18 are spread throughout Secret Harbour and there is a wide area to pick up along the way. P&C would like feedback from members and also looking for someone to head up. Training is provided free. If you or you know of anyone please contact Jacqui Cooper. May look at it again early 2011 as new Kindy plans may change the responses.

Entertainment Books – John will be running with this project again.

Sunscreen is still being sold. So far has raised approximately $200.00. Some will be purchased for the uniform shop.

**Treasurer – Sara Belmont – Kleingeld & Suzanne Finnegan**

See attached report.

**Principal’s Report**

See attached report

**School Council – Martin Turner**

There has been no meeting since the last P&C meeting and therefore there is nothing to report. See attached report.

**Committee Reports**

1. **Uniform Shop – Michelle Gill**

   Accounts are currently being sorted and a new supplier is being confirmed for the New Year. Oxfors would like us to sign up for 1000 linear metre role. Oxford would supply the regular school shirt with a new supplier being sort for the house shirts. All colours will match.

   Discussion to employ someone to manage the Uniform shop in 2011. There is too much responsibility for a volunteer. P&C would like to have someone to be accountable for the uniform shop in the future.

2. **Canteen – Jodie Sutcliffe**

   Canteen sales are up from last year. Reviews have been completed and a follow up will be done in week 5 of term 4. Still in need of volunteers.

3. **Safety House – Lynne Robson**

   Lynne has had 3 new applications and is currently working through these.

4. **Kiss & Drive – Joss Smith**

   We have had some great new volunteers and the rota is currently being put together.
**General Business**

a) **Financial Proposal** – Martin, Kate & Sara have been working together for a long time to develop a financial plan for the P&C. The reason for the plan is for the P&C to be transparent and to assist future P&C's with a guide to work along with.

**See Attached Financial Plan**

b) **Disco** – A date was set for the end of year disco. Proposed date is the 26th November 2010.

c) **Drugs Year 6/7** - It was bought to Matt’s attention that ch’n within our school community have been experimenting with drugs. Matt stressed that all ch’n involved where very good kids and that they had made an error in judgement. As a result one ch’d has been suspended. Matt has made contact with families involved and all have been offered councilling services. A note to all Year 6/7 children has been sent home to make families aware of the facts. If you should hear discussions around the school, please correct idle gossip.

d) **Calendar** – An alternative has been sourced due to Steve’s feedback that it had been very difficult to get good photo’s for the calendar last year. Alternative is for the calendar to be split into factions but still keeping with tradition for them to be in birthdays. Kapture has also agreed to waive the copyright of the school photo’s taken and they will be used in the calendar thus not disrupting the school day by taking photo’s. The Calendar will be done in a family planner model. There will be no change to price of calendars. A survey has also been sent out and we are waiting for reply.

Kate opened discussion to the floor;

Calendars will be sold 3rd week of term – Elise is happy to work at collecting orders and money. Watermark of features behind calendar – Sara & Kate to organise photos.

e) **Quiz Night** - Flyers to go out tomorrow. Wooden spoons to be purchased, Medals to be handed out for 1st, 2nd & 3rd. Karen Hutchinson to do money tree.

f) **Insurance** – Not as dire as we initially thought. The P&C are only out of pocket $2500. Moving forward we need to decide what debt the P&C is willing to carry for the insurance. Asked if we are able to place it onto the booklist, Matt to look into it. Sonia has been doing a fantastic job with applications.

g) **Canvasses** – There is approximately 100 old canvasses stored in the Early childhood store. These are left overs from a fundraiser ran in previous years.

**Approved to donate to Danielle the Art Teacher.**

h) **Graduation Proposal** – Matt has put in a request for funds to be allocated to the Year 7 graduation. There are approximately 80 Year 7 Students. Request for $15.00 per child to cover yearbook & $50 for Leadership Award.
Approved

i) Library – Would like to request assistance for the library with job’s such as Laminating, book club. A team of approximately 3. A letter will be sent home.

j) SHRA Sausage Sizzle – SHRA have requested that we hold a sausage sizzle in Antero Road park to coincide with their Halloween Party in the park 3.45pm – 7.15pm. We have supplies left over from the Bunnings BBQ that can be used. The school does not support Halloween. 31st October 2010.

*Emma Anderson, Elise Jahn & Robyn Allomes to hold sausage sizzle.*

k) Learning Journey – Sausage Sizzle to be held on the night of the Learning Journey. Kate will approach the cross walk attendant to assist.

l) Sponsorship/Grants Position – Would like to suggest that this position be a paid position. It will be advertised and therefore someone will have accountability. Needs to be someone with Sales & good community relations.

*All in favor of this position being a paid position.*

Approved on a trial basis.

m) Cool our School – Already 50% higher than last terms amount. Movies seem to be working well as an incentive. Kindy ch’n won last term but it was decided that they would watch a movie on the large screen in the undercover area.

A volunteer is needed to get the money to the bank and sit there whilst it is counted. Last money will be collected in week 7 so as to have enough time to take money to bank.

Movies to be done on the 10th Dec 2010 and money to be taken to bank in week 8 30th November 2010.

Meeting Closed 9.30pm