MINUTES

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<th>Meeting</th>
<th>P&amp;C Open General Meeting</th>
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<tr>
<td>Date/Time</td>
<td>Tuesday 8th May 2012</td>
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<td>Venue</td>
<td>Comet Bay Primary School Staff Room</td>
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<tr>
<td>Attendees</td>
<td>Tanya Goncalves, Sharni Jagger, Karyn Buckley, Graeme Watson, Robyn Hart, Michelle Chambers, Jenni Hannan, Amanda Bradford, Vicky Tuckey, Lynne Robson, Leanne McCutcheon, Matt Osborne, Sue Yuill</td>
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<tr>
<td>Apologies</td>
<td>Alison Walker, Rachel Lovelady, Emma Anderson, Martin Turner, Robyn Allomes, Liz Kent</td>
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1. Meeting Opening

Official open and welcome to all new and current members by P & C President – Leanne McCutcheon.

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. Attending members noted

3. Apologies noted

4. Confirmation of Minutes of Previous Meeting

a) The minutes of the P&C Open General Meeting of Comet Bay Primary School held on 3rd April 2012 have been made available for public perusal, have been read and confirmed as an accurate and true record, and a copy has been put in the school file.

5. Correspondence – Sue Yuill

Bank Statements are the only post received.

6. Reports

a) President – Leanne McCutcheon

Leanne advised that she will be on holiday for 2 weeks from the 19th May and will not be contactable.
Sue Yuill and Graeme Watson have measured up for the Year 7 leavers shirts.

**Band Aid Fundraiser** – The Band Aid fundraiser is finishing on Friday so all unsold band aids are to be returned as soon as possible.

b) **Treasurer – Rachel Lovelady**

Rachel sends her apologies.

Leanne advised that $40,367 is presently in the bank with $15,500 outstanding cheques to be submitted.

c) **Principal – Matt Osborne**

Please see attached report

d) **School Board – Martin Turner**

Martin sends her apologies.

No meeting since his last report.

e) **Committee Reports**

i) **Uniform Shop – Sue Yuill**

Sue advised that the School Everyday polo shirt order and house shirts have now been received from Oxford Uniforms and JFE. This will financially strain the Uniform shop but stocks should pay for themselves.

Jackets have sold very quickly and another order has been placed. Sue will do a stock take within the next few weeks.

Thanks were expressed to the volunteers that regularly give up their time to help. Regular volunteers are Linda Leece, Michelle Chambers, Rachel Lovelady and Sharni Jagger.

It was also discussed that no more pre-orders will be taken without payment. Leavers shirts have been sized and Sue thanked Mr Watson for his help in organising this.

ii) **Canteen – Rachel Lovelady**

Rachel sends her apologies so Sharni Jagger gave the report.

Amanda and Robyn have asked for approval to attend the Canteen Conference.

- Motion for attendance of Canteen Conference. **Motion Agreed**

Amanda has asked for permission to buy several new items.

- Motion for Amanda to spend up to $300 on items for the canteen. **Motion Agreed**
Amanda is also to be reminded that all menu changes need to be approved by the P+C.

iii) **Kiss & Drive – Liz Kent**

Liz sends her apologies.

Volunteers are still needed for Kiss and Drive.

iv) **Donations – Sharni Jagger**

Sharni has advised that she is still waiting for replies to her various requests for items for a white goods raffle.

Sharni also looking into a raffle which guarantees a holiday for the winner.

v) **Class Reps – Sue Yuill**

Sue advised that the coffee morning was a success with several class reps attending.

A presentation was given by the ladies running the volunteer passport system. The feedback from those that attending seemed very positive.

vi) **Safety House – Sharni Jagger**

Sharni has had a map drawn up of all the safety houses in Secret Harbour and this will be put up in the library.

There is going to be a launch at Scitech for the Safety House launch.

vii) **3 For Me – Robyn Hart**

Busy Bee is being held in the library. It was decided to send out a text message to ask for helpers.

National Volunteers week is 14th – 18th May.

On 1st June a tour of the school will be put on for the volunteers.

Volunteers day to Point Peron is to be on 31st May.

Hats of for Volunteers 1st June, the kids will wear their own choice of hat for the day.

To also possibly launch the passport system on 1st June.

viii) **SAKG – Jen Hannan**

Jen has advised that there does seem to be a good feedback from parents.

She is still to have a meeting with Matt Osborne to discuss the direction of this role.

7. **General Business**

**Cook Book** – Sue presented the details of this idea and it was decided to go ahead and look further into this.
Bogan Bingo – Further information was given regarding this event. It would cost approx. $1400 for them to come and put on the Bingo event. Matt Osborne advised that the Surf Club were not prepared to let us run and keep the profits of the bar. This is going to have to be looked into further and venues considered. Leanne to do this.

- **Michael Carr-Gregg** – Matt Osborne has finally been able to confirm a booking for Wednesday 26th September for this educational physcologist to attend a venue and do a quiz night type of advice evening. This would cost $3,300. Matt has asked for the P+C to lend their support to this event.

- **P+C Insurance** – It needs to be looked into that the P+C insurance covers any accidents for members and volunteers.

- **Disco** – Disco is to be held in Term 3. One at the beginning of term for the younger ones and the end of term for the older ones.

- **Miltona Road** – To look at the costing of placing bollards at the crossing on Miltona Drive where cars keep driving up to park on the verge. It is dangerous as you are unable to see past these cars to view any on coming traffic.

8. **Date of Next Meeting:**

   Next meeting to be held on 12th June 2012 at 7pm in the Staff Room.

   **Meeting closed**