

DEANMORE PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC

ORDINARY MEETING MINUTES

MEETING INFORMATION

- Objective:**
- To promote the interest of the school, through cooperation between parents, teachers, students and members of the general community
 - To assist in the provision of resources, facilities and amenities for the school not otherwise provided for through government policy and funding
 - To serve as a public forum for the community to both express and communicate its needs to school management

Date:

Location: Staff room (behind reception) – Deanmore primary school

Time: 7:30 PM – 9:00PM **Meeting Type:** Ordinary

Present: Attached signed attendance sheet

MINUTES AND DECISION – AGENDA ITEMS FROM MONDAY 27 JUNE 2016

1 Welcome and Apologies

Meeting opened by President at: 7:30

Apologies: Elizabeth Elderfield, Lisa Dunstan, Annabell Anderson-Nicholls, Lisa Turner, Clare Lawson, Greg Down

2 Confirmation of previous Minutes

Corrections: none

Motion:

“that the Minutes of the Ordinary Meeting of DATE 2016 be accepted as true and correct”.

Moved by: Steve Schupp Seconded: Bree Day

Motion passed

3 Business arising & decision(s) out of session

- funds to cover GST for leavers' hoodies art work.

Motion:

“that it is noted and the executive decision confirmed to fund an additional \$15.00 to the \$150.00 already allocated by the P&C on 30.5.2016 for the leavers' hoodies artwork”

Moved by: Steve Schupp Seconded: Bree Day

Motion passed

4 Business arising from Meeting 21 March 2016 – See below

5 Correspondence

Incoming:

WACSSO Affiliation fees – Treasure to action

Canteen Insurance fees – Canteen bookkeeper to action
Your Better Picture competition flyer correction
WACSSO Annual Conference – Connect Collaborate Educate
WACSSO P&C Voice news letter

Outgoing:
None

Motion: that the correspondence for 30 May 2016 and 27 June 2016 meetings are accepted.

Moved by: Bree Day Seconded: Steve Schupp **No objections and stands approved**

6 President's Report

- Deanmore Dash went very well. Thanked all for their contributions and participation.

7 Principal's Report

- Teachers are appreciative of the math and reading eggs funding. Able not to purchase additional literature and numeracy resources.
- Currently waiting for ipads the lease has been finalized. Georgie is visiting schools to bring best practices back to Deanmore.
 - Appropriate filters are placed on all ipads
- Shared there is a Naturescape conference on 28 August and the school will be sending one teacher, suggested someone from the P&C may also like to attend.

8 Treasure Report

- Treasure Reports are attached
- There is just over \$24,000 for distribution. See reports for details of income and operating expenses

Motion: that the Treasure's reports for 27 June 2016 meeting is accepted

Moved by: Barb Harvey Seconded: Troy Vukojevich **No objections and stands approved**

9 Sub Committee Report

9.1 Fundraising

- Deanmore Dad's Dash great afternoon, no injuries, no tears, no complaints just lots of fun. Thank you to all involved and specially to Justin & Dan for there efforts in making it happen.
- Discussion about the fundraising role of the Fathering Project. Steve and Troy commented that the Fathering Project is about opportunities to do activities with kids, the Deanmore Dash was not intended as a fundraiser however in this instance did turn a profit. The focus of the group is inclusivity; participation and fun.
- Sausage sizzle tomorrow (Tuesday 28th) anybody got an hour from 12.00-1.00pm.
- Quiz night at Scarborough Sportsman's Club on the Friday 12th August this is a popular annual event and great for the more mature Deanmore community (over 18 only) to get together. Always good to have a couple of teachers tables to get the competition going especially as there table won last year. Poster and ticket sales coming soon. Ticket will be \$30 a head tables of 8 selling around 25 tables \$6000.00 sales, approx expenditure is \$2000.00. All donations of prizes etc welcome please contact Janelle on j.haines@zoho.com or drop off at canteen Wed, Thurs, Friday's.
- Planning is starting for Art Market 2017 please come along to meetings and be a part of this great community event, I will email times and dates of meetings to class reps if anyone would like to be involved.
- New faction (sport's) shirts, a form for orders will go out the first week of Term 3 for mass

orders and then JFE (uniform suppliers) will stock for purchase. Please note that Faction shirts can still be worn, this is an alternative.

9.2 Newsletter/Communications

- Yvette McBain has now taken over as Newsletter coordinator if you have any items for the P&C newsletter please contact her on pjmcbain@bigpond.com.
- Thank you to Louisa for all her help this year wish you well on your journey.

9.3 Fathering Project

- See attached report on success of Deanmore Dash. Briefing to be held at next general fathering project meeting
 - Request that general meeting is scheduled and reviewed.
 - Request that event messaging is reviewed, some kids were disappointed by the unintended expectation that their Dads should be at the event, but were not able to attend.
- If you are interested in Father Project Activities please sign up to the Google group. Secretary to send out information to all P&C members.

9.4 Uniforms

- Laura and Nicole have been managing the uniform shop. Looking for new volunteers for next term.

9.5 Canteen

- Please try and put your name down to help on Term 3 and turn up if you do. It's great people volunteer to help out and sometimes circumstances change but please either swap or at least let the canteen know if you are not going to turn up.
- The canteen has losses of approximately \$1,300 (see reports for details). Expenses are up a bit, there seems to be a Super gap. President to review and report at next meeting.

9.6 School Banking

- Also Louisa moving on and Kaye needs another banker to help out on Thursday mornings have had an expression of interest following up.

9.7 School Board

- Has had two meetings for the term. Looking at new format of board with Principal.
- Parental Code of Conduct has been endorsed.
- Starting to prepare for 2nd review of Independent Public School Status. This occurs every 3 years.
- Reviewing business plan to ensure it user-friendliness and direct link to vision, values and goals.

10 New Business

- Information: 86 Entertainment books sold for \$1,108
- Information: Garden and Veggie Patch – Kindy and PP will take over the Garden, looking to get parent involvement; new fencing with self-closing gates, all children are still welcome in Garden and Veggie patch
- Information: School is reviewing onsite before and after school care for 2017 school year
- Thank you: to the running club, it has been wonderful and kids are really enjoying
- Information: School currently runs morning activities; has previously run afternoon activities; annually reviews activity schedule based on availability and interest of teachers; parents and students.

DATE of Next Meeting Monday 25 July 2016

Action items from last meeting Monday 27 June 2016

| Date & No. | Action Required: | Action By: |
|-------------|---|-----------------------|
| 27.6.16 9.3 | Information to P&C members about signing up to google group for Father Project Activities | 27.6.2016 by Michelle |

Action items from previous meeting(s)

| Date & No. | Action Required: | Action By: |
|------------------|---|---|
| 30.5.16 | Submit 2015 annual info sheet to Australian Charities and Not-for-profits commission | 27.6.16 Michelle to action; organizing password 20.5.16 Michelle to action |
| 30.5.2016 | Telstra Grant \$1,200 to be used Motion: that Telstra grant of \$1,200 is used to supply school with material costs and artist fees to create a mural on campus. Moved: Amanda Major Second: Bree Day Motion Passed | COMPLETED 27.6.16 School has reviewed; organized artist at Teaching assistant rate and some volunteered time. Require fund from artist fees and material; require parent volunteers' |
| (previous) | Examine term deposit conditions and rates for part of principle account balance | 27.6.2016 – treasure has reviewed Terms require a min of 10K 3months 2.6% & 6 months 3.9%. Discussion about using funds rather than holding for future spending. Decision not to pursue term deposit Maximiser online saving account e.g INGdirect to be explored. 30.5.16 – held over 2.5.16 – held over AAN – held over for action by BD |
| 22/2/2016 9.5 | Canteen employment agreements | 27.6.16 – Waiting for response from WACSSO. 30.5.16 – held over 2.5.16 – Manager's contract out of date; Coordinator does not have contract; TV sought advice from WACSSO. Item pending WACSSO response. JM and AAN WACSSO – TV to call for info regarding standard contracts. AAN – Contacted Toni J to obtain copy of Canteen Manager's terms of employment. To be forwarded to JM & TV for Canteen Committee meeting. |

Bank Reconciliation Summary

Commbank Main 10035787
Deanmore Primary School P&C Association
As at 27 May 2016

| Date | Description | Reference | Amount |
|-------------|-------------------|-----------|-----------|
| 27 May 2016 | Balance in Xero | | 47,293.08 |
| 27 May 2016 | Statement Balance | | 47,293.08 |

Bank Statement

Commbank Main 10035787 Deanmore Primary School P&C Association From 1 May 2016 to 27 May 2016

| Date | Description | Date imported into Xero | Reference | Reconciled | Source | Amount | Balance |
|-------------------|-------------------------------------|-------------------------|---------------|------------|--------|------------|------------------|
| 1 May 2016 | Opening Balance | | | | | | 42,648.92 |
| 1 May 2016 | DEPOSIT INTEREST | 1 May 2016 | INT | Yes | Auto | 17.95 | 42,666.87 |
| 2 May 2016 | CBA POS FEE 167625 | 2 May 2016 | MIS | Yes | Auto | (0.20) | 42,666.67 |
| 3 May 2016 | 53531096905547 89 CBA MERCHANT FEE | 3 May 2016 | M T | Yes | Auto | (49.56) | 42,617.11 |
| 6 May 2016 | | 6 May 2016 | AGN 2 | Yes | Auto | 450.00 | 43,067.11 |
| 6 May 2016 | | 6 May 2016 | AGN 1 | Yes | Auto | 20.00 | 43,087.11 |
| 6 May 2016 | POS 16762500 06 MAY | 6 May 2016 | AGN 16762500 | Yes | Auto | 15.00 | 43,102.11 |
| 10 May 2016 | | 10 May 2016 | CSH | Yes | Auto | 3,098.85 | 46,200.96 |
| 13 May 2016 | POS 16762500 13 MAY | 13 May 2016 | AGN 16762500 | Yes | Auto | 95.00 | 46,295.96 |
| 16 May 2016 | TRANS FEES-0298590 (T) COMMBIZ FEES | 16 May 2016 | D E 342 | Yes | Auto | (17.88) | 46,278.08 |
| 16 May 2016 | | 16 May 2016 | CHQ 000001412 | Yes | Auto | (1,035.00) | 45,243.08 |
| 19 May 2016 | ICT donation ICT LEVITT | 19 May 2016 | MIS | Yes | Auto | 50.00 | 45,293.08 |
| 20 May 2016 | ICT Boucher NETBANK TFR | 20 May 2016 | D E 873 | Yes | Auto | 100.00 | 45,393.08 |
| 23 May 2016 | ICT Exeter Kelly Exeter | 23 May 2016 | MIS | Yes | Auto | 100.00 | 45,493.08 |
| 23 May 2016 | Kyle-Taylor Harper HARPER-JOANNA LO | 23 May 2016 | MIS | Yes | Auto | 100.00 | 45,593.08 |
| 23 May 2016 | Hicks ICT Shelley Netta H | 23 May 2016 | MIS | Yes | Auto | 100.00 | 45,693.08 |
| 23 May 2016 | K and W Murphy Nicole Murphy | 23 May 2016 | MIS | Yes | Auto | 100.00 | 45,793.08 |
| 23 May 2016 | ITC Devellerez I Devellerez | 23 May 2016 | MIS | Yes | Auto | 100.00 | 45,893.08 |
| 23 May 2016 | ICT McBain NETBANK TFR | 23 May 2016 | D E 873 | Yes | Auto | 100.00 | 45,993.08 |
| 24 May 2016 | 1 | 24 May 2016 | AGN 9999 | Yes | Auto | 500.00 | 46,493.08 |
| 24 May 2016 | 1 | 24 May 2016 | CHQ 6157 | Yes | Auto | 500.00 | 46,993.08 |
| 24 May 2016 | ITC SABIAN MARETTI MICHMAR PTY LTD | 24 May 2016 | MIS | Yes | Auto | 100.00 | 47,093.08 |
| 24 May 2016 | ICT Weeden Nicole Buschgens | 24 May 2016 | MIS | Yes | Auto | 100.00 | 47,193.08 |
| 24 May 2016 | ICT Vaughan MRS SANDRA BURGE | 24 May 2016 | MIS | Yes | Auto | 100.00 | 47,293.08 |

Bank Statement

| Date | Description | Date imported into Xero | Reference | Reconciled | Source | Amount | Balance |
|------------------------|-----------------------------------|-------------------------|-----------|------------|--------|----------|------------------|
| 24 May 2016 | ICT SOFIA MARETTI MICHMAR PTY LTD | 24 May 2016 | MIS | Yes | Auto | 100.00 | 47,393.08 |
| 24 May 2016 | ICT Disley NETBANK TFR | 24 May 2016 | D E 873 | Yes | Auto | 100.00 | 47,493.08 |
| 24 May 2016 | ict Hebiton WARWICK-SMITH-KR | 24 May 2016 | MIS | Yes | Auto | 50.00 | 47,543.08 |
| 24 May 2016 | | 24 May 2016 | REV | Yes | Auto | (500.00) | 47,043.08 |
| 25 May 2016 | ICT contribution O Neill | 25 May 2016 | MIS | Yes | Auto | 100.00 | 47,143.08 |
| 25 May 2016 | ICT Pfammatter MISS CATHERINE N | 25 May 2016 | MIS | Yes | Auto | 50.00 | 47,193.08 |
| 26 May 2016 | ict Scaglione SCAGLIONE TONY | 26 May 2016 | MIS | Yes | Auto | 100.00 | 47,293.08 |
| Closing Balance | | | | | | | 47,293.08 |

Cash Summary
Deanmore Primary School P&C Association
Main
For the 6 months ended 31 May 2016

May 2016

| | | |
|--|-------------------------------------|--------------------|
| Income | | |
| Afternoon team in the park | | \$788.00 |
| Bank Interest Income | | \$94.16 |
| Commissions Received | | \$359.16 |
| Faction t-shirts payments received | | \$78.00 |
| Fundraising Income | | \$6,390.95 |
| Netball fees Received | | \$8,485.00 |
| Other Revenue | | \$121.00 |
| Second hand uniform shop sales | | \$946.70 |
| Subscriptions Received | | \$29.00 |
| Total Income | | \$17,291.97 |
| <hr/> | | |
| Less Operating Expenses | | |
| Bank Fees | | \$415.93 |
| Floats | | \$400.00 |
| Food Purchases | | \$633.88 |
| Fundraising expenses | | \$625.39 |
| Insurance | | \$324.80 |
| Netball fees paid to PNA | | \$4,963.25 |
| P&C Donations to Deanmore Primary School | | \$920.00 |
| Telephone & Internet | | \$46.00 |
| Total Operating Expenses | | \$8,329.25 |
| <hr/> | | |
| Add Unpresented Cheques: | #1410 | \$204.00 |
| | | \$204.00 |
| <hr/> | | |
| Closing Balance as per Statement @ 27/05/16 | | \$47,293.08 |
| <hr/> | | |
| Funds held in trust | Surplus netball fees from 2014/2015 | \$1,030.00 |
| | Netballs fees 2016 | \$3,521.75 |
| <hr/> | | |
| Allocated funds | | \$1,499.18 |
| <hr/> | | |
| Funds available for distribution | | \$41,038.15 |
| <hr/> | | |

Profit & Loss
Deanmore Primary School P&C Association
Main, All Fundraisings
1 January 2016 to 31 May 2016

| | Afternoon tea in t | Commissions | Faction t-shirts | ICT payments received | Mothers Day Stall | Second hand unit | Easter Raffle | Total |
|---------------------------------|--------------------|-----------------|------------------|-----------------------|-------------------|------------------|-------------------|-------------------|
| Total Income | \$788.00 | \$359.16 | \$42.00 | \$2,550.00 | \$3,098.85 | \$587.00 | \$1,757.35 | \$7,425.01 |
| Total Operating Expenses | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$688.62 | \$0.00 | \$24.70 | \$688.62 |
| Net Profit | \$788.00 | \$359.16 | \$42.00 | \$2,550.00 | \$2,410.23 | \$587.00 | \$1,732.65 | \$8,469.04 |

Bank Reconciliation Summary

Commbank Canteen 10035883
Deanmore Primary School P&C Association
As at 24 June 2016

| Date | Description | Reference | Amount |
|-------------|-------------------|-----------|----------|
| 24 Jun 2016 | Balance in Xero | | 2,144.05 |
| 24 Jun 2016 | Statement Balance | | 2,144.05 |

Bank Statement

Commbank Canteen 10035883 Deanmore Primary School P&C Association From 1 June 2016 to 24 June 2016

| Date | Description | Date imported into Xero | Reference | Reconciled | Source | Amount | Balance |
|-------------|--|-------------------------|-----------|------------|--------|------------|----------|
| 1 Jun 2016 | Opening Balance | | | | | | 4,877.98 |
| 1 Jun 2016 | DEPOSIT INTEREST | 1 Jun 2016 | INT | Yes | Auto | 0.72 | 4,878.70 |
| 2 Jun 2016 | Bookkeeping DEANMORE PARENTS | 2 Jun 2016 | D E 315 | Yes | Auto | (200.00) | 4,678.70 |
| 2 Jun 2016 | Wages DEANMORE PARENTS | 2 Jun 2016 | D E 315 | Yes | Auto | (1,046.00) | 3,632.70 |
| 3 Jun 2016 | | 3 Jun 2016 | CSH | Yes | Auto | 690.00 | 4,322.70 |
| 5 Jun 2016 | OOO CANTEEN OUR ONLINE CANTE | 5 Jun 2016 | MIS | Yes | Auto | 450.32 | 4,773.02 |
| 10 Jun 2016 | OOO CANTEEN OUR ONLINE CANTE | 10 Jun 2016 | MIS | Yes | Auto | 825.53 | 5,598.55 |
| 10 Jun 2016 | | 10 Jun 2016 | CSH | Yes | Auto | 740.00 | 6,338.55 |
| 15 Jun 2016 | TRANS FEES-0298591 (T) COMMBIZ FEES | 15 Jun 2016 | D E 342 | Yes | Auto | (22.00) | 6,316.55 |
| 16 Jun 2016 | PerthFrozenFoods16 DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (174.90) | 6,141.65 |
| 16 Jun 2016 | GoodmanFielder016 405 DEANMORE PARE Co | 16 Jun 2016 | D E 315 | Yes | Auto | (223.30) | 5,918.35 |
| 16 Jun 2016 | J Dowling expenses DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (376.47) | 5,541.88 |
| 16 Jun 2016 | Woolworths0604 DEANMORE PARE Co | 16 Jun 2016 | D E 315 | Yes | Auto | (491.69) | 5,050.19 |
| 16 Jun 2016 | Brownes DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (601.48) | 4,448.71 |
| 16 Jun 2016 | Mrs Macs DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (734.35) | 3,714.36 |
| 16 Jun 2016 | PFD010514 DEANMORE PARE Co | 16 Jun 2016 | D E 315 | Yes | Auto | (842.95) | 2,871.41 |
| 16 Jun 2016 | Just Pizza DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (895.40) | 1,976.01 |
| 16 Jun 2016 | Wages DEANMORE PARENTS | 16 Jun 2016 | D E 315 | Yes | Auto | (1,262.00) | 714.01 |
| 17 Jun 2016 | | 17 Jun 2016 | CSH 6157 | Yes | Auto | 825.00 | 1,539.01 |

Bank Statement

| Date | Description | Date imported into Xero | Reference | Reconciled | Source | Amount | Balance |
|------------------------|------------------------------------|-------------------------|-----------|------------|--------|--------|-----------------|
| 20 Jun 2016 | OOC CANTEEN OUR ONLINE CANTE | 20 Jun 2016 | MIS | Yes | Auto | 605.04 | 2,144.05 |
| Closing Balance | | | | | | | 2,144.05 |

Canteen Profit and Loss

Deanmore Primary School P&C Association
For the period 1 January 2016 to 24 June 2016
Cash Basis

1 JAN-24 JUN 2016

| | |
|---------------------------------|-------------------|
| Trading Income | |
| Bank Interest Income | 8.24 |
| Canteen Takings | 27,866.75 |
| Total Trading Income | 27,874.99 |
| Cost of Sales | |
| Drink Purchases | 3,661.18 |
| Food Purchases | 11,290.16 |
| Total Cost of Sales | 14,951.34 |
| Gross Profit | 12,923.65 |
| Operating Expenses | |
| Bank Fees | 103.41 |
| Bookkeeping | 1,200.00 |
| Cleaning Supplies | 16.33 |
| Commissions - Online Canteen | 332.05 |
| Kitchen Supplies | 84.31 |
| Printing & Stationery | 250.11 |
| Superannuation | 927.39 |
| Takeaway Consumables | 285.86 |
| Wages and Salaries | 11,052.00 |
| Total Operating Expenses | 14,251.46 |
| Net Profit | (1,327.81) |

Profit & Loss

Deanmore Primary School P&C Association Canteen 1 January 2016 to 24 June 2016 Cash Basis

| | 24 Jun 16 | 24 Jun 15 |
|---------------------------------|----------------|---------------|
| Income | | |
| Bank Interest Income | 8 | 16 |
| Canteen Takings | 27,867 | 25,854 |
| Reimbursements Received | - | 1,128 |
| Total Income | 27,875 | 26,998 |
| Less Cost of Sales | | |
| Drink Purchases | 3,661 | 2,908 |
| Food Purchases | 11,290 | 11,038 |
| Total Cost of Sales | 14,951 | 13,946 |
| Gross Profit | 12,924 | 13,052 |
| Less Operating Expenses | | |
| Assets | - | 30 |
| Bank Fees | 103 | 109 |
| Bookkeeping | 1,200 | 1,200 |
| Cleaning Supplies | 16 | - |
| Commissions - Online Canteen | 332 | 132 |
| Kitchen Supplies | 84 | 69 |
| Printing & Stationery | 250 | 77 |
| Superannuation | 927 | 746 |
| Takeaway Consumables | 286 | 252 |
| Wages and Salaries | 11,052 | 11,005 |
| Total Operating Expenses | 14,251 | 13,618 |
| Net Profit | (1,328) | (567) |

Cash Summary
Deanmore Primary School P&C Association
Canteen
1 January 2016 to 24 Jun 2016

| | |
|---------------------------------------|--------------------|
| Income | |
| Bank Interest Income | \$8.24 |
| Canteen Takings | \$27,866.75 |
| Total Income | \$27,874.99 |
| <hr/> | |
| Less Outgoings | |
| Bank Fees | \$103.41 |
| Bookkeeping | \$1,200.00 |
| Cleaning Supplies | \$16.33 |
| Commissions - Online Canteen | \$332.05 |
| Drink Purchases | \$3,661.18 |
| Food Purchases | \$11,290.16 |
| Kitchen Supplies | \$84.31 |
| Printing & Stationery | \$250.11 |
| Takeaway Consumables | \$285.86 |
| Wages Paid | \$10,944.00 |
| PAYG Withholding | \$54.00 |
| Superannuation | \$440.42 |
| Total Outgoings | \$28,661.83 |
| <hr/> | |
| Net Cash | -\$786.84 |
| <hr/> | |
| Summary | |
| Opening Cash at Bank 1 Jan 16 | \$2,930.89 |
| Plus Net Cash Movement | -\$786.84 |
| Closing Cash at Bank 24 Jun 16 | \$2,144.05 |
| <hr/> | |



Deanmore
Dads



“Deanmore Dads” Fathering Project

Status update: 27/6/2016

Author: Steve Schupp

1. Progress:

1. Deanmore Dads Dash:

Thanks to the organising group of Justin Juracich, Adrian Day and Clinton Byrne for putting on a great event, with the support of over 35 volunteers who mixed paint, cooked sausages and threw over 100kg of dry paint! Thanks to Admin and the teachers for their support of the event. The event saw a great turn out of Dads, Mums, and grandparents for an hour of hilarious paint filled running, laughing and general fun.

We anticipate the event raised approximately \$3,700 in participation fees. Costs were around \$200 for BBQ supplies and \$650 for paint supplies. (Final figures to be supplied by the fundraising committee)

Deanmore Dads have learned a lot putting on this event and are keen to run this again next year!

2. **Deanmore Dads meet up:** Next meeting up 26th July, 7:30pm at Scarborough Sportsman Club
3. **Deanmore Dads email list:** a google groups email list has been established to make it easier to communicate. Dads can join by emailing deanmore-dads+subscribe@googlegroups.com

2. Actions required for Deanmore to establish The Fathering Project (TFP):

1. **Registration of Deanmore Dads with The Fathering Project:** Colin West from the Fathering project would like Deanmore to register our initiative. Requires:
 - a. **Letter from P&C endorsing the Fathering Project at Deanmore PS:** Troy to provide letter.
 - b. **1 page activity plan:** In progress following planning meeting
 - c. **Registration form:** pending other activity