

DEANMORE PRIMARY SCHOOL
PARENTS AND CITIZENS ASSOCIATION INC

ANNUAL GENERAL MEETING MINUTES

DRAFT

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 facilitates 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: 18 August 2017

Location: Staff room (behind reception) – Deanmore, primarily school

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

Present: Attached attendance

MINUTES AND DECISION – AGENDA ITEMS FROM MONDAY 18 AUGUST 2017

1 Welcome and Apologies:

Meeting opened by President at 7:30

Apologies: Michelle Jahn; Nici Ogle; Claire Lawson; Janelle Haines

2 Confirmation of previous Minutes – Lisa O’Callaghan moved; Bree Day seconded

Motion passed

3 Business arising & decision(s) out of session

Nothing to report

4 Business arising

Nothing to report

5 Correspondence

Incoming: none

Outgoing: none

6 President's Report

- Term 3 has been busy with sports events, stalls, sub-committee events, etc
- Thank you for all your efforts and support, it is really appreciated
- There is a big effort going into Art Market, thanks for your hard work
- The Treasurer role is currently being transitioned from Bree Day to Lisa O’Callaghan
- The Secretary role will be vacant after the end of this year as Michelle Jahn steps down. We are yet to find a replacement so please put your name forward or let people know we are hoping to fill this role in the coming months
- AGM – discussion with regard to timing. Settled on Week 2 of Term 1

7 Principal's Report

- Busy and successful term
- Thank you and appreciation of P&C for Father’s Day Stall, support at Sports events, sausage sizzles, Deanmore Dads, Parenting Sessions, etc
- George is looking forward to his first Art Market

- Met with Steve regarding Nature Play Ground & change of bell times to suit kid's routines / activities / meal times / productivity in class & impact on Canteen

8 Treasure Report

- Treasure Reports are attached
 - Currently, have \$24,386.54 balance
 - \$1,934.76 allocated
 - Netball funds held in trust
 - \$20,780.34 for distribution (see reports for details)
 - Received \$5,710.00 for ICT which is down \$2K on last year
 - Art Market currently in negative, however will bounce back when event held
 - Deanmore Dads Campout currently in negative, however will bounce back when event held
 - Surplus funds showing as most large payouts for year have been paid. i.e. iPad leases; reading eggs, Athletics paid
- Canteen accounts attached as at 31 August 2017
 - Currently, have \$2,019.44 balance. (see reports for details).
 - Aged payables are \$3,712.00. All are in current.
 - On track to break even for year

Motion: that the Treasure's reports 18 August 2017 is accepted

Moved by: Bree Day Seconded: Jade Brennan

9 Sub-Committee Report

9.1 Fundraising

- See subcommittee report for details:
 - Events/Fundraisers
 - Coin wall raised \$385.80 – Rm 17 winners and given vouchers for a drink at the canteen
 - Woolworths Earn and Learn – need stickers stuck on paper – due Friday 22 September – Janelle has in hand
 - Entertainment book – 75 books @ \$14 each \$1,050. Down from 98 books last year
 - ICT contributions – only 50 of 350 families contributed – suggested to raise awareness of how many are paying and what families get in return
 - Wembley Down County Fair – invited for 2017, decided 2018 would be good as non - Art Market year. \$65 for stall, free if do an entertainment slot. Can do any stall, preferred not cake stall
 - School Sleep out 27 & 28 October 2017 (see below Deanmore Dads)
 - Art Market 1 December 2017 – money collection solution tabled and agreed – plastic numbered bags into numbered buckets to be collected on the hour and stored in secure location and counted on Saturday morning

9.2 Newsletter/Communications

- Newsletter – Yvette managing newsletter well
- Communications – Jade is scheduling P&C items around school events so not overloading members and all going well

9.3 Deanmore Dads

- Dad's Catch up – Friday 15 September 2017 – good turnout
- Kite Day was a success
- School Sleep out -27 & 28 October 2017. Cost \$25 per tent space.
 - Need Volunteers so please register
 - Astronomer coming along to do a presentation
 - Lots of fun activities planned

- Expecting 60 Bays @ \$25 per campsite and approx. 100 kids
- Week 2, Term 4 – Tuesday 17/10 Dads Catch up
- Week 6, Term 4 – Wednesday 15/11 Dads Catch up

9.4 Uniforms

- Sold out of hats
- Agreed to keep hats as once a year purchase prior to school carnival each year

9.5 Canteen

- Change times to be aligned with change in school bells – refer Principals report
- Suggested – milo / toast to be available in mornings after school activities. This is to be considered further

9.6 School Banking

- Nothing to report.

9.7 Sustainability

- All going well and Canteen getting eggs

9.8 School Board

- 5 nominations received

9.9 Netball

- Spring Netball – P&C approve Monday Night training at Deanmore Netball courts. Each group to pay a nominal fee (\$2 / Team) to P&C, then covered for insurance as P&C sanctioned event
- Action – for each team to see George regarding facilities to be used and see Certificate of Currency.

Moved by: Wendy Seconded: Barbara Harvey . **Motion Passed**

New Business

10.1 Parent Education Session

- Emotional Intelligence info session was a success
- 31 attended Income \$310 - Cost \$300 = \$10 Profit
- Next session ideas – kid's safe.
- Agreed to hold in Terms 3 & 4 each year

DATES of next general meeting 30.10.2017; Art market 1.12.17

Action items from previous meeting(s)

Date & No.	Action Required:	Action By:
	None all others completed	

Attendance (to be confirmed)

Jane Spensar
Jade Brennon
Kaye Chapman
Lisa O'Callaghan
Barbara Harvey
Steve Schupp
Bree Day
George Craig
Wendy Ruben
Amanda Major
Troy Vukojevich