



# Lake Cathie

## Public School

### Parents and Citizens

MEETING DETAILS	
<b>Purpose</b>	P & C Meeting
<b>Date and Time</b>	Tuesday 11 June, 2019    Opened 6.30pm    Closed 8.40pm
<b>Location</b>	Lake Cathie Public School – Library
<b>Attendance</b>	See Attendance Book <i>Minutes: Linda Barnett</i>

ITEMS	ACTION
<b>Minutes of previous meeting reviewed</b>	Minutes accepted – Kim McNiff Seconded – Louise Fellows
<b>President's Report</b>	<ul style="list-style-type: none"> <li>Bec Bouldin reported on the meeting with Cara Dale from C2 Consulting, regarding grant application assistance. Grants from \$10,000 to \$50,000 are available to schools. Cara is willing to approach local members and organisations on our behalf. Submissions will target STEM area, professional development and also look at long term proposals. Submissions will be targeted to these areas and not multiple grant applications which would not have a good success rate. Grants for the Canteen will also be looked at. The fee charged is for 12 months and would be deducted from grants received.</li> <li>Keith from Bonny Hills Garden Centre has offered one day of their 30th birthday weekend celebrations for a fundraising BBQ. BBQ will be conducted on Saturday 29 June. Bec has emailed Woolworths to seek their support for supplies.</li> </ul>

	<ul style="list-style-type: none"> <li>● Bec put forward a suggestion from her son Ethan proposing a children's trivia night. Bec and Jock supported the idea. A disco for stage 1 and trivia night for stage 2 and 3. Jock would work with student leaders to be quiz masters. Will put ideas together once trivia night in August has been completed.</li> </ul>
<b>Treasurer's Report Roger</b>	<ul style="list-style-type: none"> <li>● Accounts, Canteen - \$6138.08, Main Ac - \$5817.27, Savings Ac - \$19324.74</li> <li>● \$5000 has been moved from the Canteen account to the savings account.</li> <li>● Tabled motion: Roger Bussell suggested an EFTPOS card for Canteen Supervisor. This would enable Kylie to purchase goods without having to have large amounts of cash available, especially for events like the athletics carnival. The card would be linked to the Canteen account, which is a dual signature account. Roger will check with Bendigo Bank on how to work it. A limit of \$500 to be set (per day) Seconded: Bec Bouldin</li> <li>● Tabled motion: Roger Bussell suggested gift cards for P&amp;C member reward - Bec proposed once a term. Gift card to the value of \$50 with P&amp;C exec to decide on nominations. Seconded: Lana Smith</li> <li>● Tabled motion: Roger Bussell requested support for ongoing funding, with a pool of \$500, to help children and families that may need assistance for school activities, uniforms etc. The support decisions would be made by School executive members. Seconded: Kim McNiff</li> <li>● Purchase of upright freezer for the Canteen at a cost of \$1700. As this was a health and safety issue the purchase went ahead.</li> <li>● \$290 to be paid to C2 Consulting.</li> <li>● Cash boxes to be purchased for the trivia night along with 3 bum bags.</li> <li>● Sheree O'Brien - requested the P&amp;C look at purchasing from businesses who are unable to donate to the trivia night this year. Discussion was held and the decision that it would be preferable not to re-approach businesses to purchase items if they are unable to donate in the first instance.</li> <li>● Next year a list of businesses to be approached would be allocated to P&amp;C members to ensure businesses were not approached for donations from multiple members.</li> </ul>
<b>Principal's Report</b>	<ul style="list-style-type: none"> <li>● Canteen Tender - Jock tabled his opinion - After discussions with parents, staff members and students, the current operational organisation of the Canteen continue for a least 3 - 5 years. Kylie Whiting is an outstanding asset to the P&amp;C and the school community. Once the school is at capacity and future decisions for a 5 day per week Canteen supervisor position are proposed, maintaining the current arrangements is recommended.</li> <li>● Tabled motion: Kim McNiff proposed an increase in the paid hours of the Canteen supervisor. The Canteen supervisor currently works more than five hours each day the Canteen is open. It is suggested the hours for remuneration increase from 5 to 6.5 hours per day at 3 days per week, to commence immediately. A 3% wage increase would also come into effect with legislation commencing 1 July. Seconded: Sarah Jones</li> <li>● Tabled motion: Kathryn Waights proposed an additional 2 hours discretionary payment be made available to cover banking, shopping etc. A kilometer allowance once a month is currently paid. Seconded: Sheree O'Brien</li> <li>● LCPS staff wish list - A number of items covering the concentration areas of literacy, numeracy, technology and passive play were tabled. Motion: Michael Whiting proposed an immediate allocation of \$20,000. Seconded: Louise Fellows</li> <li>● A large format Wish List cheque to be presented to LCPS on Education Week open day.</li> </ul>

	<ul style="list-style-type: none"> <li>● LCPS has pushed on literacy for the past 3 years and external data measures are showing our school is in the top 3 for the area. We are outstripping all other schools in writing for years 3-6. The focus will now move into numeracy.</li> <li>● BYOD proposal - Alongside the schools Strategic Direction for Future Focused Learning and Project Based Learning, the school will start planning for a Bring Your Own Device system. There would be a minimum standard required for software and internet connectivity. Looking at laptops at this stage. Currently looking at years 5 and 6. Parents and students would be required to sign off on standards. Information sessions will be held for parents to discuss access issues, safe social media, guidelines etc. A proposal for support will be put to the P&amp;C in the future.</li> <li>● Education Week Open Day - working on planning for our Open Day on Thursday 8 August. This year's theme is "Every Student, Every Voice". The Open Day will include performances, open classrooms and morning tea. Our P&amp;C President has been asked to address the assembly and will present the Wish List cheque. The P&amp;C has also been requested to host morning tea.</li> </ul>
<b>Canteen Report</b>	<ul style="list-style-type: none"> <li>● Biggest number of orders through My School Connect received last week. A total of 99 orders to the value of \$626 over 3 days.</li> <li>● \$1700 to be received from catering invoices.</li> <li>● Sippah Straw day is proposed for Thursday 27 June.</li> </ul>
<b>Fundraising Information</b>	<ul style="list-style-type: none"> <li>● Trivia night has sold out - 17 tables in total</li> <li>● Steady flow of donations being received</li> <li>● Leslie Williams has purchased a table</li> <li>● 28 raffle prizes and 11 silent auction items so far</li> <li>● 7 Red Balloons</li> <li>● As a target we would like to raise \$12000</li> <li>● Louise Fellows to look into donation of golf umbrellas - they were a popular item last time</li> <li>● Note sent home to parents for donations - some responses received</li> <li>● Advertise through Facebook page big ticket items</li> <li>● Jock Garven suggested consideration of using the P&amp;C and kids to advertise help received from businesses over the last 5 years - approach the Courier and media outlets to advertise support received in a broader community sense.</li> </ul>
<b>General Business</b>	<ul style="list-style-type: none"> <li>● A P&amp;C Facebook page was discussed. Kylie Whiting to approach Louise May to look at logistics and set up of page.</li> <li>● No additional items tabled.</li> </ul>
<b><u>Upcoming Meetings:</u></b>	<p>Next Meeting Dates: 30 July and 10 September</p> <p>Attendance: as per attendance book</p> <p>Apologies: as per attendance book</p>