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| Meeting details |
| **Purpose** | P & C Meeting |
| **Date and Time** | Tuesday 30 July, 2019 Opened 6.30pm Closed 8.00pm |
| **Location** | Lake Cathie Public School – Library |
| **Attendance** | Attendance: as per attendance bookApologies: as per attendance book*Minutes: Linda Barnett* |
| Items  | Action |
| **Minutes of previous meeting reviewed**  | Minutes accepted – Kim McNiffSeconded – Bec Bouldin |
| **President’s Report** | * Bonny Hills Garden Centre BBQ was successful given the number of people who came through the door. Disappointing with the number of people not volunteering. Children raised funds by walking around with a donation box. In all $761.60 was raised including Keith’s donation of $100 as a thank you.
* Our Domain account has been paid and updated. Roger will pay $19.20 for the two years.
* Stage 2 Koala project – Bec has been helping out with baking of cupcakes for fundraising. Stage 2 kids have written to Woolworths for support and a $100 wish card has been donated. This will be used to purchase decorative items for the cupcakes. Motion: P&C to support donation to cover the cost of the muffin mix. Seconded: Michael Whiting.
* Trivia night coming along well. Bec has suggested surveying the kids to see which activities the kids would like to participate in, in order to raise funds for their school. Colour run one idea suggested.
* Working with Children’s Check – need to follow up on people who have not provided the 100 point identification. Office staff have sent out forms to volunteers but not all have been returned.
* A letter has been received from the Williamson family thanking the P&C for the generous donations contributing to travel and accommodation expenses for Locke’s sporting commitments over the past two years.
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| **Treasurer’s Report****Roger** | * Cash boxes and bum bags have arrived for the Trivia Night.
* We received $3500 from Ironman and the BBQ at Bonny Hills Garden Centre raised $761.60.
* Account balances are - Canteen - $6984.82, Main - $8325.24, Savings - $19334.80.
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| **Principal’s Report** | * Band Camp – 143 children at camp this year - 7 different school from Camden Haven community of schools including Lake Cathie. 53 children from our school. From next year all schools will have year 3 children as day visitors.
* Grants – Bec Bouldin and Jock have met with C2C consultancy. Grants from the Local Schools Community Fund up to $20,000 in our electorate are available. If grants are successful the school would be looking to purchase musical instruments and items which would not normally be included in our yearly spending. Another area would be technology, with the purchase of additional laptops. Storage solutions as well as additional audio equipment for the hall are areas for consideration.
* Creative NSW Arts and Cultural Funding Program is available in 3 sections - up to $20,000, $20,000 - $140,000 and $140,000 +. Looking at a large rehearsal space, so gear could remain set up and 3 small rehearsal rooms, a dance rehearsal and storage area.
* These areas would not only be used for our school but also for band use in school time and out of school time which could be shared within the community. A dance company could also look at hiring the space.
* Stronger Country Communities Fund up to $1 million. The above areas would be considered for funding in this submission.
* Active OOSH have requested an earlier start at 6.30am. Jock will take the request and approval to the Department of Education for inclusion in their contract. Motioned: Jock Garvin Seconded: Bec Bouldin
* Second request from OOSH to discuss using another part of the school. The library was suggested. Jock will discuss with staff the possibility of using some classrooms.
* Education Week Open Day – reminder of request for morning tea provision and presentation of cheque, and assembly address by Bec Bouldin. Facebook request for morning tea items to be sent to Jock to post.
* Sporting Field Update – Approximately $4.1 million from Council has come through in the last funding round. Later this year physical work will commence. A Project Manager has been appointed and discussions will be held on items to be included in the construction process.
* NAPLAN Online – has been completed for this year. Some problems were experienced with the logging in process, especially in the writing assessment. It was handled very well through Karin Haliban’s leadership. LCPS received a letter of commendation from CESE, the Centre for Educational Statistics and Evaluation, for our significantly above average growth in writing.
* Thank you to Bec Bouldin and the team for the 3rd successful BBQ. Keith, Bonny Hills Garden Centre, was very impressed and appreciative of the support from our school.
* Before and After School grant – we are allowed to apply again and will do so. $30,000 would assist Active OOSH with fitout etc.
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| **Canteen Report** | * Last term in week 10 the Canteen took $2351.30 in sales. This included Canada Day sales.
* Volunteers for Monday and Thursdays have been filled for the entire term by Jenny Downing and Lauren Miller. Wednesdays a little bit slow with volunteers. At this stage we do not have a volunteer for 31 July, free fruit day. We are still struggling to fill Fridays. Will be trailing from this week – one volunteer in each time slot of 9 -2, 9-11 and 12-2. Amanda Eglon has kindly put her name down for each 12-2 slot on Fridays.
* Menu check update – All paperwork has now been completed and submitted to NSW School Canteen Menu Check Service.
* Fruit and Veg promotion has arrived to start on Monday. Kids will receive a sticker for each fruit or vegetable purchase. The prize for a completed card is a scented stamp pen. The Canteen is also eligible for prizes.
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| **Fundraising Information** | * Kim McNiff – Raffle number 1 - 20 prizes. Raffle number 2 - 19 prizes. $5 Red Balloon - 17 prizes. Silent Auction 26 items and Out loud Auction 18 items. We also have lucky door prizes. Donations are still arriving.
* Louise Fellows has supplied donated umbrellas and will assist with marking scores on the night.
* Will be reassessing the running order for the night due to the number of auction items available. Looking at holding an auction earlier in the evening after round 5.
* Looking to push the silent auctions more this year.
* 17 tables have been sold and all are nearly full.
* Katie Haste, Kylie Whiting and Kim will compile silent auction sheets next week.
* Volunteers are needed on Friday afternoon to help with the setup of chairs, tables and decorations.
* People will be needed to assist with selling raffle tickets on the night.
* Kylie Whiting and Louise May will be counting monies collected.
* Trivia related expenses so far have amounted to $338.91. These amounts will be reimbursed from door takings, with receipts provided.
* Michael Whiting will be purchasing alcohol items from Lake Cathie Tavern with funds donated by Camden Haven Marine as part of prize giving and thank you gifts.
* Bec Bouldin will approach media outlets after the Trivia Night to advertise the support received from businesses over the last 5 years.
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| **General Business** | * No items for discussion.
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| **Upcoming Meetings**: | Next Meeting: 10 September 2019 |