

P&C MINUTES
Monday 21st May 2007, 7:30pm

1. Apologies: Margaret Ryan, Gary Giles and Fiona Pentecost.

2. Minutes: of March 26th approved.

3. Correspondence:

Thank you letter from Connie Parsons to the P&C thanking the P&C for the new air conditioning unit in the canteen. Connie is very grateful.

Two emails of complaint from Gary Giles in regards to removal of the trees on the Eastern Campus. Response emailed to Gary from the P&C and forwarded to Craig Davis for his records.

4. Principals Report:

Staffing- The school welcomes Mrs Donna Bowers to our staff. Donna joins us as a permanent member. She has had extensive experience in working with children with special needs and she is a welcome addition to our permanent staff.

The school congratulates Mrs Sally-Ann Lambooy on her recent success on being appointed to BHPS on merit. Mrs Wright will continue with 4W until the end of this year.

Demountable- work has commenced on preparing the site for 4W's demountable. No idea as to when the building will be delivered but we are underway.

Newsletter- The school has emailed three editions of our newsletter and the feedback has been incredibly positive. Everyone has been very supportive and we need to acknowledge the assistance of Mark Shoebridge, Sophie Allen, Cassie Kearns, Carol Callaghan and Annette Finlayson. Reminder that Monday is the cut-off for newsletter items. Please email the school.

Reports- Mid year student reports will be sent out in week 10 of this term.

Interviews have been held at the end of term one and you will only be required for an interview if issues have surfaced.

Education Week- Our open day was a great success and thank you to everyone for coming out and supporting the good work of our students and staff. A big thank you to Mrs Richardson for her organisation and management of the day.

Deputy Director of Education and Regional Director's Visit- The school will be hosting a visit of the Deputy Director General of Education (Mr Trevor Fletcher) and our Regional Director (Deonne Smith). The visit is to address some of the school's key programs including visual literacy, boys' education and our professional learning.

Electrical Works- Mark Jongkind from M&L Jongkind Electrical has been engaged to balance our output and to investigate adding two additional circuits for the canteen. Work should commence shortly as Mark has been on the injured list.

Air Conditioning Management- Frost air conditioning has put together a Planned Preventative Maintenance Agreement on Craig Davis' request. The proposal is for two visits a year for the 11 systems already in place. Materials and labour to affect repair are not included, the total cost per annum is \$540.00. The P&C will look at supporting this ongoing maintenance

Finance Report-

Total Income for Term 1	\$226 836.00	
Total Exp. for Term 1	\$296 387.00	(slow return of invoices/ early spending)
Retained Earnings	\$168 000.00	
Tied Payments	\$96 000.00	(budgeted for \$25 000)
Maintenance	\$4 533.00	(budgeted \$2739 per term)
Utilities	\$15 170.00	(\$12 500.00 per term)
KLA's	\$11 957.00	(\$7 624.00)

5. School Services Reports**Strategic Planning Committee- Di McIntosh**

This committee has not met recently. The Director of Education is expected to visit the school during the course of May. Di has prepared a file detailing the work that is being carried out by the P & C. This information to be used should the Department give consideration to upgrading school facilities in the future. Di has asked Arabanoo to document their requirements and to ensure that Diane Dalton has a copy to include in the file that will be handed to the Director of Education..

Treasurer- Sharon Moore**Position statement as of 10th May 2007**

Total Funds in the bank	\$107,985.00
Net Funds available	\$53,775.00
(After remaining spend up until Nov 2007)	

Sharon has stepped down as Treasurer and we are in the process of advertising.

Canteen- Nikki Bendun**Procedures**

The canteen is going along smoothly but the new committee is really enthusiastic and will be looking to bring more consistency to some of the canteen procedures etc.

Working environment

We are looking forward to working with the P&C to further improve the working conditions for the volunteers at the canteen. I am sure the priority is a safe and comfortable environment for all and to that end the committee and the volunteers are extremely grateful for the air conditioning installation, which was arranged by the P&C.

Menu

The menu was adjusted for the winter terms with the additions of new hot items, Hokkein Noodles and Fried Rice. All other items continue as before.

As usual the committee welcomes any comments or suggestions regarding the canteen operation.

Niki Bendun

On behalf of the Canteen Committee.

Uniform Shop- Liz Byrne no report

Band- Cassie Kearns

Band has just had its annual Band Camp where all band members (135) go to Collaroy Recreation Centre. They work hard playing in tutorials for about 8 hours and in band practice for about 6 hours. That's a lot of blowing, and the results show. Many thanks to the teaching staff - we cause quite a bit of disruption removing this many children from years 3 to 6. We also appreciate the efforts of those teachers who volunteer to come along and help supervise, especially Miss Phillips and Mrs Paine who give up a night to come along and stay. It must be said though that a great time is had by everyone. Coming up this term we also have the big competitive events for the year with the Yamaha Festival in week 9.

Landscaping- Working Bee this weekend.

Arabadoo- Alison Dunlop

For the last 12 months Arabadoo has been going through accreditation and has recently passed.

Very successful vacation care last holidays, which made a small profit. Thank you to the P&C for the new air conditioning. Arabadoo are working at full capacity Monday morning and Friday afternoon. One third of the families at the school currently use Arabadoo. Bookkeeping is up to date.

6. P&C Projects-

Playground- Di McIntosh

The playground is now completed except for the gate entrance on the Western Campus. Waiting for delivery of the gate.

Air Conditioning- Di McIntosh

Air conditioning is now completed except for 1 unit to go in the science room.

School Storage- Rob Harvey

Uniform shop shelves were delivered and installed.

Rob is waiting on a quote for moving chairs out of the hall.

Staff Room- Kim Crott

New furniture is arriving and a repaint is happening.

Electronic Communications-

There have been a couple of negative comments although generally everyone is happy.

You are able to subscribe or unsubscribe from the newsletter.

Golf/ Tennis Day- Sue Palmer

Golf booked 1st November.

Meeting Closed 9pm.