

**Ellison Public School P&C Association**  
**Minutes of the General Meeting – 18<sup>th</sup> February 2015**

**Ellison Public School Staffroom**

**Meeting opened:** 7.30pm

**Meeting Chaired by:** Rebekah Kaminski

**Present:** Allison Todd, Danielle Sciberras, Amy Briggs, Belinda Bishop, Gemma Rowntree, Michelle Engelhard, Rob Hutchinson, Julie Lawson, Luke Morrissey

**Apologies:** Tenille Weir, Rebecca Harris, Jan Frape, Kate Morrissey

**Acceptance of previous minutes:** Motion to accept the minutes from November 2014 – Belinda Bishop. Seconded - Gemma Rowntree.

**Business arising from previous minutes:**

- Committee formed last meeting to write a constitution specific to Ellison Public School P&C. Committee is Rebekah Kaminski, Luke Morrissey and Jan Frape.
- Luke has spoken to the P&C Federation. He hasn't paid insurance due to misinformation given as to whether the P&C is incorporated or not. P&C Federation has produced a certificate to state that we are incorporated. Certificate given to secretary.
- When Ellison P&C is search on the ABN database it states that we are unincorporated. This needs to be looked into.
- We will be charged a late fee of \$30 for not paying our insurance. Went through the different categories of insurance. Looking at around approx. \$1000 total cost.
- Motion to increase the sum insured to \$10000.00 for asset insurance – Luke Morrissey. Seconded – Gemma Rowntree. Motion passed.

**Correspondence:**

- Proposal sent in by Jan Frape regarding the letter received from Roza Sages office advising that the request to have Hawkesbury Rd re classified in relation to free bus passes has been rejected.
- Refer proposal to Bronwyn (group organiser) to possibly action. The P&C are happy to endorse letter as per recommendations. ? Jan to write letter.

**Sub Committee Reports:**

## **Disco**

- The disco made around \$1000. Great time had by all.

## **Uniform Shop**

- Email received from Principal School Wear.

## **Canteen**

- Tenille not present. Luke to cover in Treasurers Report.

## **Treasurer's Report:**

- The general account has a balance of \$9450.18 on the statement dated November – January 2015. As at today's date it has a balance of over \$10000.00.
- YTD we are running at a loss of around \$18000.00 due to the lack of fundraising over the last couple of months and the high amount of donations given to the school at the end of last year.
- The disco gross income \$1245.00. The uniform shop has around \$915 in cash sales and \$1811 sitting in the PayPal account.
- Luke queried the schools needs for 2015 in terms of resources. Rob replied that there are none at the moment.
- Canteen has made \$617.56 profit to date. Queried whether this was worth the effort for what will be approx. \$1500 in profit. Does the P&C look at increasing the prices, sourcing different suppliers? The weekly income fluctuates. This is to be reviewed once Term 1 is completed and Luke can do a full analysis.

## **Principal's Report:**

- Really good start to the year. A bit unsettled in terms of staffing but our student numbers are healthy at 327.
- The staff is continuing on with the implementation of the new maths syllabus. The second half of the year will see the implementation of the science & technology syllabus. The English syllabus has been in for two years.
- Thank you again for the generosity of the P&C in regards to the donations made last year. The reading resource room is one of the best Rob has seen. There is around \$30000 of resources in the room. This provides an enormous resource for the teachers.
- The planning committee for the strategic vision for the school will get up and running for Term 1.
- A grandparent has approached Rob about possibly having 'Ethics' as an option at the school. They are willing to spearhead the initiative. Rob to advise that the P&C would welcome this.
- Raised the possibility of having a working bee in the beginning of Term 2.

- Uniform review results need to be communicated to the school community. Allison to set meeting of the uniform committee.

### **General Business:**

### **Executive Members**

- Two vacancies still exist for executive members for 2015. Kate Morrissey has expressed interest in becoming a member. Danielle Sciberras also volunteered.
- Motion to accept Kate Morrissey as an executive member – Luke Morrissey. Seconded – Gemma Rowntree. Motion to accept Danielle Sciberras as an executive member – Gemma Rowntree. Seconded – Allison Todd

### **Fundraising 2015**

- Discussed the following fundraisers for 2015, Easter Raffle/Cake Stall, Mother's and Father's Day Stalls and the possibility of doing three discos in term 1, 2 & 3.
- Julie Lawson raised the idea of having a ladies/mums pampering night at school. It would involve getting small business to display/present to the attendees. We could have cheese, wine and biscuits available etc. Julie and Gemma Rowntree to discuss and plan. We will review next meeting.
- Easter Raffle – Rebekah Kaminski & Rebecca Harris. Motion to hold and organise – Gemma Rowntree. Seconded – Allison Todd
- Easter Hat Parade Cake Stall – Danielle Sciberras. Motion to hold and organise – Michelle Engelhard. Seconded – Belinda Bishop.
- Mother's Day Stall – Tenille Weir & Rebekah Kaminski. Motion to hold and organise – Luke Morrissey. Seconded – Allison Todd. Motion proposed to give the Mother's Day stall a budget of \$1000 – Rebekah Kaminski. Seconded – Luke Morrissey. Motion passed.
- ? Election Day BBQ/Cake Stall. To be decided next meeting.

### **Canteen clean-up**

- Rebekah raised the issue of the canteen; it is in desperate need of a clean out. There is out of date soft drink – Rob to throw out. There are excess shelves and bins from fridges. These need to be thrown out.
- There are two coffee pod machines not being used. Rebekah proposed giving one to the staff and selling one on Facebook for \$40.
- The storeroom also needs to be cleaned out. Rebekah & Allison to do.

### **Meeting Closed: 9.19pm**

**NEXT MEETING: Wednesday March 18<sup>th</sup> 2015**