

**Ellison Public School P&C Association**  
**Minutes of the General Meeting – 20<sup>th</sup> May 2015**  
**Ellison Public School Staffroom**

**Meeting opened:** 7.31pm

**Meeting Chaired by:** Rebekah Kaminski

**Present:** Allison Todd, Luke Morrissey, Kate Morrissey, Tenille Weir, Gemma Rowntree, Alan Magner, Chris Lewczak, Belinda Bishop, Anita Ksiazek, Brendan Cusack

**Apologies:** Danielle Scibberas, Rebecca Harris, Julie Lawson, Sally Gerbach

**Acceptance of previous minutes:** Motion to approve the minutes from Marchs meeting – Luke Morrissey. Seconded - Chris Lewczak.

**Business arising from previous minutes:** Nil

**Correspondence:** Received an email from the new local P&C Federation Representative inviting P&C presidents to attend a meeting tomorrow night. Rebekah is unable to attend.

**Treasurer's Report:**

- The accounts balance. In March/April we have raised around \$8000 from fundraising and \$1000 from the canteen.
- Luke has done an analysis of the canteen for Term 4 2014 and Term 1 2015. The total profit was \$1418.05. The question was raised as to whether to continue the canteen. It is a huge amount of work for very little profit. Do we reduce the amount of days? To be reviewed again before Term 4.
- Figures for recent fundraising events.

Election BBQ                                      \$1000 profit

Easter Raffle /Cake Stall                      \$3000

Mother's Day Stall & Raffle                  \$4500

Ladies Night In                                  \$2600 revenue around \$540 expenses. Money still outstanding

- Current balance of the general account is \$20300.25. The uniform shop account is \$2602.71.
- Luke brought up the fact that paying accounts with cheques is labour intensive and is becoming outdated. He has been looking to change to a banking system that allows us to pay electronically. Our accounts currently lie with Commonwealth Bank. We can upgrade to the Commbiz program but they will charge 27.5 cents per transaction as well as a start-up cost for signatories. Westpac can offer a not for profit community account that does not charge for signatories. We can have as many as we need online for free.

- Motion to change our bank accounts to Westpac proposed by Luke Morrissey. Seconded by Chris Lewczak. Motion passed.
- It was agreed to keep the same signatories as on the Commonwealth accounts being Luke Morrissey, Rebekah Kaminski, Allison Todd and Tenille Weir.
- Luke would also like to purchase new accounting software. Working on our current system of an Excel spreadsheet is difficult. He has been researching online packages like Zero. It has a \$25-\$50 per month fee attached but it means that all our financial records are online and there will be no further need for memory sticks and files to be passed from Treasurer to Treasurer. Also looked at MYOB but that would involve the purchase of the program and loading it on to computers etc.
- It was suggested that Luke look into various free online packages such as Wave. Luke to investigate further.

### **Sub Committee Reports:**

#### **Easter Raffle/Cake Stall**

- Very successful and raised just under \$3000. Rebekah received some feedback that people wanted there to be more prizes in the raffle.

#### **Ladies Night In**

- Very successful event. Great feedback received from everyone. It had a great atmosphere and the food was excellent. Around 130 people attended.

#### **Mother's Day Stall**

- Only a small amount of gifts leftover. Very successful stall.

#### **Uniform Shop**

- The uniform shop is moving to its permanent home in the storeroom under the newer classrooms. As a result we need to purchase some shelves and plastic tubs to store stock on. Allison has researched shelves from Bunnings and they cost around \$150 each. Estimated that 3 shelves would be needed. Motion to purchase shelves and storage tubs to an amount of \$600-\$700 by Luke Morrissey. Seconded by Alan Magner. Motion passed.
- Allison requires a volunteer to assist with filling orders at the beginning of the week. Rebekah Kaminski and Kate Morrissey volunteered to assist.
- Samples of maroon and navy girls pants were presented to the meeting as an alternative to the current check pants. Feedback from the recent uniform survey suggests that these pants are not popular and perhaps a plain coloured pant would look better. Principal School Wear has also stopped stocking these pants due to poor sales. The general consensus at the meeting was that navy be chosen as the replacement. This will be voted on at the next meeting and the idea to be advertised in the newsletter and P&C Facebook page to give parents the chance to provide feedback on this matter or attend next months meeting.

- We have been approached by Faulconbridge PS P&C about possibly purchasing our uniform website. We need to look into who actually owns our website since it was built by students from UWS. It was the general consensus that we wouldn't want to sell the site for money and would rather give it free of charge.

### **Disco**

- Rebekah cannot get in touch with our usual DJ and would like any recommendations for a new one. Luke will investigate.

### **Principal's Report:**

- Enormous change happening in the educational landscape at the moment including changes to initiatives and award reforms for teachers and principals. Teachers will have to be accredited and the way schools are funded is changing.
- Work on the introduction of the new syllabus continues.
- Rob sought input from the meeting regarding the 'Learning for All' section under the new school plan. Specifically relating to Parent/Carer engagement. Ideas for sessions included:
  1. Interrelate to be held every year
  2. Cyber Safety/Bullying Sessions
  3. Resilience for parents
  4. Sessions on the new syllabus
  5. Teaching techniques for parents ie explain new techniques used by teachers, especially in maths.

### **General Business:**

- Tenille Weir raised the possibility of purchasing some Soundfield systems to use in the classrooms. Ideally one in each stage. These are systems for the hearing impaired. It uses a receiver to transmit the teachers voice directly to the child's hearing aids. It also benefits other children as it provides clear sound through a speaker in the classroom. They are mobile and can be moved from room to room. Each system is around \$2500. Ellison only has one at present which was obtained through a donation. Motion to purchase 3 systems using P&C funds by Luke Morrissey. Seconded by Anita Ksiazek. Motion passed.
- Rob also asked if the P&C could contribute \$5000 towards the purchase of science equipment for the school. Motion to donate \$5000 proposed by Luke Morrissey. Seconded by Chris Lewczak. Motion passed.
- Holding a working bee was discussed. It was decided that Rob is to give the committee a list of jobs that need completing and we would then ask for volunteers for a specific job. Volunteers could pick a time that is suitable to them to complete the job.

- Gemma raised the possibility of having our school photos in summer instead of winter. The summer uniform is much easier to manage and there would be more consistency across the students. Rob to talk to the photographer.

**Meeting Closed:** 9.00pm

**NEXT MEETING:** Wednesday June 20<sup>th</sup> 2015