

ROSEVILLE PUBLIC SCHOOL

P & C Minutes

General Meeting 23 August 2018



Meeting Opened	7:40pm
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Attendance:	Melissa Munn, Reece Coleman, Mark Fleming, Rosamund Akayan, Jeremy Geale, Julia Ree, Jax Darling, Mascha van den Brezenbos, Yvonne Counsell, Lucinda Frantz, Yen Phan, Paul Vandeleur, Jen Stephenson, Aeron Caulfield, Val Maguire, Suzie Walker, Sean Moran, Deb Lane, Matt Davis, Brett Kensett-Smith, Sascha Hillebrand, Mark Muller, Victoria Muller, Emma Gracey, Paul Nicholson, Sinead Hatton, Charlie Powell, Belinda Shearer, Rochelle Speldiwindl, Symone Bates, Nicole McCarthy,
Apologies:	Lisa White, Melissa Solomon, Brett Munn

Minutes

Move to accept Minutes of the General Meeting 14 June 2018

Proposed	Rosamund Akayan
Seconded	Jeremy Geale
Carried	Yes

Matters arising from previous minutes

<u>Action Point</u>	<u>Responsibility</u>	<u>Outcome</u>
Volunteer Policy – to be circulated to Kindergarten parents	Paul Vandeleur & Melissa Munn	Ongoing
Digital Signboard - Now with AMU, will require a DA, given location. DA can take up to 6 months if passed. Old board to be recycled – location to be determined.	Sean Moran	Ongoing
GST requirements – registered and complete	Reece Coleman and Jeremy Geale	Closed
Official opening of cricket nets – final stages almost completed. Awaiting final furnishing	Sean Moran	Ongoing
Sponsorship details to Year 3 committee	Reece Coleman and Melissa Munn	Closed

Correspondence

Fundraising magazines
 AMU fastrack system for community projects
 P&C Federation Newsletter
 Corro re Canteen Options
 Fundraising
 Bank statements
 School Banking Facility closed

New members

7 – new members since last meeting

REPORTS

Treasurer – *Reece Coleman*

Report tabled and read.

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Noted that for GST canteen is input taxed and all fundraising activities and events will be treated as input taxed fundraising activities. This will need to be noted annually.

Investigating instalment options for band fees through "Integra Pay"
Update to report:

- Father's Day Breakfast – as at today \$4,398
- Annual fundraiser – as at today \$7,970
- Sponsorship – as at today \$6,900

Auditor – Our existing auditor, Peter Grant, has been seconded overseas and we will need to find a replacement. We have received a quote from Watkins Coffey Martin of \$1,500 for the annual audit. We have also received a volunteer from one parent. General consensus that we proceed with appointment of WCM. No objections noted.

Principal - Sean Moran

Report submitted.

Discussion on Year 6 Bourke Camp – further comments to sean.moran@det.nsw.edu.au

Grounds - Sean Moran

Lines on cricket nets painted today.

Furniture for breakout rooms going in and Wi-Fi going in shortly.

Still to assess furniture for larger room.

Canteen - Yen Phan and Paul Vandeleur

Report submitted and read.

Good number of volunteers. If you cannot show if you are on the rooster, we have a good response from our emergency shift. Have enough numbers up to week 9.

Have tried to revise menu with new items, but trying not to be labour intensive. Sushi provider has suggested some new options, including meal deals. We have new garlic bread and a new bread supplier. New chocolate cookies which are bigger. Looking to increase some prices to keep up with costs. Strawberries have been extremely popular. Participating in Sydney Fresh Food market competition.

New fridge in budget.

Clothing Pool – Jen Stephenson

Report submitted and read.

Doing kindergarten pack again. Have a lot of tunics. Will be introducing winter uniform into Kindergarten pack this year. NSW Education have introduced new uniform policy with girls being given the option of pants and shorts. Pants have been a slow burn. In the process of rolling out shorts, has been through school council today.

Successfully rolled out ribbons which have sold out. Have ordered summer ribbons and adding a head band.

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SRC have raised option of stocking water bottles. Looking at rolling it out for fair next year in house colours.

Looking at recyclable bags for supplying stock.

Renovations are being investigated.

Report as read and circulated.

School / Fundraising – *Suzie Walker*

Readathon report submitted.

Father Day's BBQ next week

Duntroon Derby Day - partnering with Stone's and 5 other sponsors. Ticket days sales going well. Communications translated and on We Chat.

Sunday 21st October – Colour Walk – 2km and 5km walk. Will be an online fundraiser with prizes and house points. Option for kids to donate prizes.

RPS Golf Day and Christmas lights looking for volunteer.

Proposed events next year:

- Mother and Father Day's Breakfast
- Read a thon
- Fair

Will be calling for Fair Convenors for next year

Insurance done for Father Days breakfast and Derby Day.

Year 6:

- Gift already in place
- Kids are proposing to donate excess funds to drought relief. To discuss post meeting how this may be achieved.

Band Committee – *Belinda Shearer*

Report as read and circulated.

School banking - Emma

School banking closed down. Issues with volunteers, numbers engaging with banking and issues with banking.

Acknowledged Emma's contribution.

Working with Children

Seeing some people checks now expiring. If no longer with school, now taking them off the list.

People who are now doing paid roles, need to get paid checks.

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Re-enforce if doing an overnight camp, need a working with children check.

Canteen volunteers do not need checks as no in direct contact with kids.

Home zone

Proposed audit of home zone to be organised with Belinda and Charlie Powell.

Other business

Physics Show

Motion to approve spending of \$3,000 on Physics Show, which will be sponsored by Stone's Real Estate.

Proposed	Rochelle
Seconded	Lucinda
Carried	Yes

Canteen Strategy

Canteen seen as an integral part of the school. Provides an essential service to school. Should be seen as the heartbeat of the school and a community hub. Noted that school has faced it challenges including management, equipment, volunteers and financial.

Committee want to establish a taskforce to determine strategy for long term plan for the future.

Taskforce will look at feasibility of two options (1) P&C managed option; and (2) tender, school managed. Taskforce to come back for 2019 Term 3 P&C.

Objective is to develop: (1) strategy to maintain volunteer involvement, (2) meet school healthy eating requirements; (3) look at financials to sustain a financial sustainably canteen; (4) look to extend operation times and dates; (5) streamline canteen compliance; and (6) establish tender objectives if canteen is tendered.

Rostering

Sign-up zone will be closing down in December.

Aeron to investigate other options.

Next meeting 22nd November.

Meeting Closed at 9:56pm

Jeremy Geale
Secretary
jeremy.geale@gmail.com