

ROSEVILLE PUBLIC SCHOOL

P & C Minutes

General Meeting 19th October 2017



Meeting Opened	7:36 pm
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Attendance:	Melissa Munn, Val Maguire, Sean Moran, Reece Coleman, Victoria Muller, Mark Fleming, Reece Coleman, Elissa Chigine, Jo Geale, Jax Darling, Melissa Solomon, Deb Lane, Peter Grant, Rochelle Speldewinde
Apologies:	Jen Stephenson, Grace Wang, Gen Verman, Suzie Walker, Jane Latta, Symone Archer, Paul Nicholson, Lyndsay Tottenham, Eloise Smith

Minutes

Move to accept the Minutes of the General Meeting 17 August 2017

Proposed	Val Maguire
Seconded	Jax Darling
Carried	Yes

Matters arising from previous minutes

<u>Action Point</u>	<u>Responsibility</u>	<u>Outcome</u>
ACNC website to be updated with new by-laws, meeting dates	Reece Coleman	Complete
P&C federation website to be updated with new AGM date.	Victoria Muller	Complete
RPS P&C website to be updated with new by-laws, meeting dates	Aeron Caulfield	Complete
Band Committee to organise Musicale Coordinator advertisement in bulletin	Belinda Shearer	Complete
Gen will place another ad in the bulletin in the hope to gain some more volunteers.	Gen Verman	Complete
Aeron to put School Watch guidelines on website	Aeron Caulfield	Complete
Symone Archer to place advertisement in bulletin for School Watch	Symone Archer	Complete

Correspondence

Fundraising magazines
P&C Federation – Term 3 e-bulletin sent to all members

There is a P&C Federation Conference being held 2/3 March 2018 in Parramatta, delegates are urged to attend.

Action

Post AGM, new executive to decide appropriate members to send to the conference.

New Members

0 new members since the last meeting – total members 125

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REPORTS

President - *Melissa Munn*

Melissa spoke at the Kindy Orientation last term.

Treasurer – *Peter Grant and Reece Coleman*

The report was tabled and is attached

Reece spoke to his report and highlighted what an exceptional year is has been.

Principal - *Sean Moran*

The report was tabled and is attached

Grounds - *Sean Moran*

The report was tabled and is attached

There was a lot of discussion around the disappointment with the tender process through AMU and the length of time it has taken. Consensus was the school/P&C should not have to wear the 25% increase to the cost of the project.

Sean will have further discussion with the AMU about them funding the shortfall.

An official letter of complaint from the P&C regarding the process will be sent to the AMU.

Action

- Melissa and Vic to organise and send letter.
- P&C Exec to meet regarding the potential need to change the scope

School Council - *Kate Cooper*

The report was tabled and is attached

Sean reiterated Kate's report and the need for new volunteers. If anyone is interested in joining the School Council, please contact Sean or Kate.

Band Committee – *Belinda Shearer*

Please see sub-committee rules discussion under New Business

Clothing Pool – *Jen Stephenson*

The report was tabled and is attached

It was mentioned that the School Council still needs to approve the new pants and tie option for girls. Ideally the clothing pool would not carry this stock, it would need to be ordered when required.

Canteen - *Jax Darling*

Jax will be handing the Convenor reigns over for 2018. Her suggestion is 2 people split the role. The Committee is currently looking for new volunteers to join the committee.

'Holy Guacamole' was a very successful special day with 304 orders and raising in excess of \$1000.

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Jax has developed a new purchase order form for sub-committees who use the canteen. This will help streamline the process and assist with the financial trail. The form will be put online when finalised.

Jax has been in discussion with Miss Madden to bring forward the Kindy tasting day in the canteen to earlier in term 1. There are a lot of siblings and most of them have full understanding of how the canteen works prior to commencing school. She is also considering making the online ordering orientation easier for new parents to navigate.

School Website Update – *Aeron Caulfield*

Aeron reported all is going well with the new website.

General Fundraising/Social – *Suzie Walker*

The report was tabled and is attached

Fiesta – the team was congratulated for organising a highly successful evening.

The Pedlar's Parade was very successful and Miss Lane was thanked for her contributions.

Disco – Jo Geale mentioned 115 tickets had been sold to date. All of the main things have been booked. They need assistance with the roster, particularly the yr 5/6 session. There was discussion as to whether WWCC checks were required for all volunteers. There are 67 volunteer slots, making this very difficult. It was decided that the 'heads' of each committee should have WWCC.

Year 6 Graduation – the venue for the parent's cocktail party has been confirmed. Year 5 parents to be contacted regarding helping on the night.

Golf Day – this has been promoted to Men's Shed members but needs to go out to the wider school community.

Grandparents' Day – Jax to work with kindy parents to kick this off.

Xmas Lights Competition – hopefully this will go ahead this year as it was a big success in 2016.

Social Calendar – Suzie had prepared a draft 2018 social calendar which was discussed. There is a decision pending the colour run replacing the disco in term 4 – this will be made based on ticket sales for the disco this year.

Action

- Jo to send Mark Fleming the list of volunteers to check against the WWCC register
- Vic and Val to organise 2018 Year 6 Committee – and Yr 5 helpers for graduation evening.
- Men's Shed to promote Golf Day via bulletin
- Melissa to confirm Tim Ford will organise Xmas Lights competition. Reece to discuss sponsorship possibilities with other real estate agents.

Sponsorship – *Grace Wang*

Reece to organise for the Stone brochure promoting the auction and buying campaigns to go out with all children asap. The promotion finishes on 30 November.

Action

- Reece to have brochure to be delivered to school and sent home with all children

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Allergy Committee - *Melissa Solomon*

No written report

Sports Committee - *Genevieve Verman*

No written report

Tuckerbox – *Genevieve Verman*

No written report

Banking - *Fiona Grellman*

No written report

School Watch – *Symone Archer*

No written report

Men's Shed – *Michael Stone*

No written report

Community Advertising - *Ronald Eilering*

No written report

Home Zone – *Belinda Renshaw*

No written report

NEW BUSINESS

Motion 1) That the P&C accept the proposed budget for the financial year 1 October 2017 to 30 September 2018.

The motion was voted on and passed unanimously.

Proposed	Mark Fleming
Seconded	Rochelle Speldewinde
Carried	Yes

Motion 2) That the P&C pays up to \$2000 for a legal firm to supply new band conductor contract template.

The motion was voted on and passed unanimously.

Proposed	Jax Darling
Seconded	Rochelle Speldewinde
Carried	Yes

Melissa mentioned that we have been fortunate to retain the services of Williamson Barwick – a boutique employment agency who will provide the above services pro-bono for the next financial year.

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AGM vacant roles – discussion to remove or add any roles?

Following is a list of all positions with the RPS P&C for 2018. There have been some new roles created as well as combining some others (eg. Social/Fundraising will encompass all year group activities and Men's Shed).

Those highlighted are confirmed as requiring filling for 2018. Voting will occur at the AGM on 30 November.

	Position	Office Bearer
1.	President	Melissa Munn
2.	Vice President 1	Valerie Maguire
3.	Vice President 2 / WWCC Officer	Mark Fleming
4.	Treasurer	Reece Coleman
5.	Assistant Treasurer	Peter Grant
6.	Secretary	Victoria Muller
7.	Social/Fundraising Coordinator (Men's Shed, Yr 3, Yr 6)	Suzie Walker
8.	Sponsorship Coordinator	Grace Wang
9.	Auditor	Sonia Baillie
10.	Allergy Committee Coordinator	Melissa Solomon
11.	Band Convenor	Belinda Shearer
12.	Banking Coordinators	Emma Gracey & Fiona Grellman
13.	Canteen Coordinator	Jax Darling
14.	Clothing Pool Coordinator	Jennifer Stephenson
15.	Community Advertising Coordinator	Ronald Eilering
16.	Home Zone Coordinator	Belinda Renshaw
17.	School Watch Coordinator	Symone Archer
18.	Sports Committee Coordinator	Gen Verman
19.	Website Coordinators	Aeron Caulfield & Yvonne Counsell
20.	Tuckerbox Coordinator	Gen Verman
21.	Legal/Risk Advisor	New position for 2018
22.	HR Advisor	New position for 2018
23.	Multi-Cultural Liaison	New position for 2018

Action

- Communication will be sent to the whole school community regarding the upcoming AGM and the positions available – Vic to organise.

Sub-committee rules discussion

The Executive have written sub-committee rules for the band to give guidelines on how it should be managed. The rules were based on recommendations from the P&C Federation and another school. The Band Committee is currently reviewing the rules and they will be distributed to all members on 30 October to vote on at the AGM.

These sub-committee rules could also be adopted for the canteen and clothing pool if necessary.

WWCC update

There were lots of checks done for the recent Band Camp. A decision is still to be made for canteen/clothing pool volunteers and Home Zone.

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AGM – Please note the AGM has been moved to Thursday 30 November.

Class Lists

Val is liaising with Sean and Aeron to ensure an easier format for the Class Lists next year.

Meeting Action Points

Action Point	Responsibility
Post AGM, new executive to decide appropriate members to send to the P&C Federation conference in 2018.	Exec
Melissa and Vic to organise and send letter.	MM, VMu
P&C Exec to meet regarding the potential need to change the scope of landscaping project	Exec
Jo Geale to send Mark Fleming the list of volunteers to check against the WWCC register	JG, MF
Vic and Val to organise 2018 Year 6 Committee – and Yr 5 helpers for graduation evening.	VMu, VMa
Men's Shed to promote Golf Day via bulletin	PN, MS
Melissa to confirm Tim Ford will organise Xmas Lights competition	MM, TF
Reece to discuss sponsorship possibilities with other real estate agents.	RC
Reece to have brochure to be delivered to school and sent home with all children	RC
Communication will be sent to the whole school community regarding the upcoming AGM and the positions available – Vic to organise.	VMu

Meeting Closed – 9:16 pm

Next Meeting – AGM
Term 4, Thursday 30th November 2017

Please remember P&C meetings are NUDIE – bring your own wine glass and look after our environment.

Victoria Muller
 Secretary
 markandvicmuller@hotmail.com 0411 134 544

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REPORTS

Treasurer's Report – Reece Coleman and Peter Grant

We respectfully present the Financial Report of the Roseville Public School Parents & Citizens Association (the P&C) for the 10-months ended 30 September 2017 (2017) and the Proposed Budget for the P&C for 12-months to 30 September 2018 (2018).

2017 FINANCE REPORT

In accordance with the change in the financial year end of the P&C this report covers only a 10-month period, not 12-months as had been anticipated in the budget.

Despite the shorter period we are happy to confirm a very successful year for the P&C. Key highlights include:

- The change in method for collecting **Voluntary Contributions** resulted in income of \$94,956, higher than the budgeted \$80,000 and considerably higher than \$28,650 received by the P&C in the 2016 financial year. The change in policy saw 84% of children participating (either by part of full payments)
- **Canteen** income for 2017 amounted to \$120,667 – annualised this equates to \$144,801 slightly ahead of the budget of \$137,501. Control of expenses saw the Canteen return a net surplus of \$12,622 for period compared to a full-year budget of \$7,289
- With sales of \$84,364 for 2017, the **Clothing Pool** saw a slight decline in sales against budget, but again stringent expense and stock control returned a surplus of \$20,215 for the period against a full year budget surplus of \$16,465.
- **Band Income** for 2017 amounted to \$72,348, and annualised totaled \$87,693 – in line with the budget income of \$91,510.

Despite increased costs, Band Fees were held at the same level as 2016 and as a result, the band returned a deficit of \$4,163 for the period and would annualize at a breakeven surplus of \$797. As a result of the 2017 deficit, there will be no investment into the instrument fund for the 2017 period.

A review of Band fees is essential for 2018 and will be discussed in more detail in the 2018 Budget report.

- **Fundraising & Sponsorship** revenue for 2017 was very successful with total revenue for 2017 of \$116,645 against a full-year budget of \$118,306. Most events – the Mother's Day Breakfast, Readathon, Fathers' Day Breakfast, Year 6 Mega Treat Days and the very successful Mexican Fiesta all returning in excess of budget. Again, cost control saw Fundraising expenses maintained within budget with a surplus of \$78,199 received for the period against a budgeted full-year surplus of \$75,656.

The net result of the above has been a net operating surplus for the 2017 of \$171,495 against a budgeted surplus of \$152,337 for the year.

We are pleased to further confirm that after the above success, the P&C has been able to fund over \$396,000 in programs within the school.

- \$250,000 was contributed (from cash reserves) to fund the Addison Street landscaping project and a further \$17,500 was provided to fund grounds maintenance. Our contribution to the Addison Street landscaping project has been matched by the Department of Education and will see the final stage of the school's landscaping project completed this year;

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- In line with the theme of 'Cool the School' - \$14,800 was provided for the installation of ceiling fans in the school hall; \$11,530 used to fund the installation of air conditioning in the library and a final \$42,000 used to fund the installation of air conditioning in the top floor classrooms of the Williams Building; and
- \$60,000 again committed to the education for education initiatives.

The Executive are very pleased with the financial result for the 2017 and recommend the adoption of the 2017 Financial Report.

2018 BUDGET REPORT

Following the finalization of the accounts for 2017 we have prepared the attached budget for 2018. The budget has been prepared in accordance with prior period trading results with allowance for the following key factors:

- We propose that **Voluntary Contributions** be collected in the same manner as 2017 and that suggested the Voluntary Contribution remain at \$200 per child.
- Following the **Band** deficit for 2017, Band Fees have been reviewed and it is proposed that Band Fees for 2018 be set as per the below table.

This represents a \$3 per week increase for Intermediate & Senior Band, and a \$2 per week increase for instrument hire charges. A \$3.75 per week fee is introduced for Stage Band and Band Camp / Junior Intensive fees are increased to cover the costs of the sessions.

Fees per term	2018	2017	Once-off Fee	2018	2017
Junior Band	\$90.00	\$90.00	Band Camp	\$360.00	\$310.00
Intermediate Band	\$120.00	\$90.00	Junior Intensive	\$100.00	-
Senior Band	\$120.00	\$90.00			
Stage Band	\$37.50	-			
Instrument Hire	\$80.00	\$60.00			
Instrument Hire – Percussion	\$30.00	\$30.00			

- **Canteen** income has been forecast to rise marginally with the new Healthy Eating Menu now established and the resumption of Special Days each term
- **Clothing Pool** income again remains consistent with the prior period. Except for the new 'house-colour' hats and the introduction of a winter pants uniform for girls, the uniform is expected to remain consistent in 2018.
- **Fundraising & Sponsorship Revenue** is also expected to remain consistent with the only addition to the program being the introduction of a combined Walk-a-thon/Colour Run anticipated for Term 4 (forecast revenue of \$15,000)

Against forecast revenue, expenses are expected to remain relative to 2017 with the following exceptions:

- With the increased number of employees and contractors for the P&C, \$2,500 has been forecast for a legal review of agreements.
- Band Conductor Fees have been reviewed to market levels. For the past 2-years the fees paid to Conductors and Tutors has been below market, a revision to market levels is essential to recruit and

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retain our Band program team. This increase has been taken into account when setting Band Fees for 2018.

- Canteen employee expenses will increase from approximately \$25,000 in 2017 to \$45,000 in 2018. This increase is required to offset the reduction in the number of parents volunteering for Canteen and a required change in Convener for 2018.
- Clothing Pool employee expenses will also increase to \$15,000 in 2018. The increase in turnover of the Uniform Shop necessitates the introduction of casual employees in 2018.
- The Canteen and Clothing Pool will also benefit from capital programs in 2018:
 - \$20,000 has been allocated to replace refrigerators and complete capital improvements to the canteen in 2018; and
 - \$20,000 has been allocated to install shelving and a Point of Sale / Inventory Management system to the Uniform Shop

The net result of the above is a forecast operating surplus of \$174,759 for 2018 with all units forecast to deliver surplus for year, including the Band that is forecast to contribute a marginal surplus of \$4,349 allowing for reinvestment back in to the instrument fund.

Based on the anticipated surplus, and following discussion with the Principal and general discussion at the August P&C Meeting the following program expenditure is forecast for 2018 – the Year of Technology:

- \$60,000 allocated to the purchase of additional laptops to allow for a laptop for every student in Stage 3. It is proposed the laptops be purchased in December/January to allow them to be incorporated across the curriculum from Term 1. An additional \$15,000 will be allocated annually for repairs and replacement.
- \$42,000 being provided for the extension of STEM programs to Stage 2.
- \$20,000 for the supply and installation of a Digital Noticeboard on the corner on Archbold Road and Addison Avenue – we are assured Mr Clegg will not miss the old manual noticeboard!
- \$20,000 for the installation and plumbing of a professional gas barbeque to be used by the school and the P&C. Safety regulations now restrict the use of bottled gas on the school; and
- \$15,000 additional cost for the Addison Landscape program;

2018 FORECAST CASH POSITION

As at 30 September 2017 the P&C held \$468,916 (refer below).

Based on the proposed budget we expect cash holdings to be maintained at this level as at 30 September 2018.

	Operating Accounts	Band Operating	Total Operating	Reserves	Band Reserves	Total Reserves	Total Cash
Sep 2017	233,167	35,482	268,649	113,381	86,886	200,267	468,916
Inflows	500,400	113,034	613,434	-	-	-	613,434
Outflows	(389,100)	(96,685)	(485,785)	(115,000)	(12,000)	(127,000)	(612,785)

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Interest	910	200	1,110	-	-	-	1,110
Reserve transfer	(200,000)	(12,000)	(212,000)	200,000	12,000	212,000	-
Sep 2018	145,377	40,031	185,408	198,381	86,886	285,267	470,675

The Executive recommend the adoption of the 2018 Budget and approval of the proposed expenditure.

Principal's Report – Sean Moran

I would like to extend a warm welcome to Term 4 to all of our families and staff. I hope that everyone had the chance to relax over the holiday period. Term 4 is always busy but provides a huge range of amazing experiences and opportunities for all of our community, especially our Year 6 students and their families who are preparing to take the significant step to High School.

It was lovely to return to school and see it looking so good. Many thanks to the School Watch team, led by Symone Archer for keeping our school safe as well as Mr Clegg and Mr Jones for working hard to build a range of new garden beds and additional seating. In addition, we also added synthetic grass to the area where the outdoor chess board is located and our toilet blocks were deep cleaned. However, our most exciting piece of work was completing the installation of air conditioning to the library and the top floor classrooms of the William's Building. This work was entirely P&C funded and is very much appreciated.

Thanks to everyone for their support of and organisation of the various fundraising events undertaken this year as well as the strong support received via voluntary contributions. This air conditioning, in conjunction with the new fans recently installed in the hall, is sure to make a big difference over the upcoming summer.

Since our last P&C meeting our students, parents and staff have enjoyed a range of enjoyable excursions, fundraising events and other activities. These have included: Book Week celebrations; Fathers' Day Breakfast; Year 6 Mega Treats; Kindergarten Information Evenings ; the K-2 Sports Carnival; the State Dance Festival; the Jelly Baby Mufti Day for the Juvenile Diabetes Research Foundation; the Pedlars' Parade and, of course, the RPS Fiesta! Once again, I would like to thank all of the parents and staff involved in supporting and organising these events.

Since our last meeting we've also had a new school hat introduced as a uniform option. With house colours on one side and traditional navy with a crest on the other the new design has certainly been hit! Thanks to Mrs Stephenson and her team for leading this great initiative.

I would also like to provide a brief synopsis of our recent NAPLAN results which we've had a chance to analyse thoroughly since our last meeting. NAPLAN assesses Australian students in Years 3, 5, 7 and 9 each year. The tests focus upon assessing skills in Reading, Writing, Spelling, Grammar and Punctuation and Numeracy. Overall, we're extremely pleased with our results this year with strong performances being recorded in all areas. In particular, it was pleasing to see continued improvement in the areas of Spelling and Writing which have been our focus areas in recent times. Throughout Year 3, Year 5 and Year 7 our results are well above state average and are also consistently at or above the average performance of our Similar Schools Group which is based upon a socio-economic rating. As a school, we use NAPLAN data to help guide the formation of our School Plan. These most current results indicate that we will be focusing upon Grammar and Punctuation in conjunction with a continued emphasis on Writing. We will also be continuing to focus upon provision for our students who identify as gifted and talented.

Prior to our next P&C meeting the following events will be occurring. Please make a note in your diaries.

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- 2018 Kindergarten Orientation Program, which includes the children and their parents visiting our school on 23/10, 24/10, 30/10, 31/10, 6/11 and 7/11.
- The annual RPS Musicale which is being held in the Richmond Hall on November 9.
- The Volunteers Thank you Morning Tea on Wednesday 22 November.
- The Schools Spectacular on 23-25 November.
- Year 6 Mega Treats on Monday 27 November.
- Year 5 Leadership day with Lorin Nicholson on November 29.
- The Year 3-6 Presentation Day on November 30.

Thanks again to everyone for your support.

Grounds Report – Sean Moran

As reported previously, a tender process, managed by the Department of Education's Asset Management Unit, was undertaken with regards to our upcoming landscaping project. The project involves extending the cricket net area and adding retractable netting so that the area can be utilised as an additional playground space. In addition, a series of outdoor classrooms and gardens are planned as well as an adventure walk. Unfortunately, the initial tender responses have come in at a more expensive cost than our budget. Additional funding options are now being discussed as is a modification of the scope of work. All modifications will be discussed with and ratified by the RPS P&C.

School Council - Kate Cooper

School Council last met at the end of August and discussed a variety of topics including traffic and changes to the school uniform (new hats and jumpers). Further information about the meeting is available from the School Office.

It was reported to School Council a few months ago that trees were affecting the visibility at the Archbold Road crossing. There has been quite a process that Ku-ring-gai Council have been following, and the latest news from them is that the fruit trees near the crossing will be removed in the next couple of weeks. The tree/large shrub at the pedestrian crossing on Duntroon Ave has been heavily pruned underneath to improve visibility for traffic approaching the crossing from Archbold Road.

In 2018 there will be some parent representative positions vacant on School Council. The positions are a 3 year sitting and really suit those parents who have children in Grades 1 to 4. So what is School Council? School Council is made up of all community members ie teaching staff representatives, parent representatives, community member (someone who lives in area with no children attending) and the Principal. What do we do? We discuss topics such as community safety, uniform changes, out of area applications, and policy changes just to name a few. How often do we meet? We meet the fourth Thursday of each month at 7.30am during term time (minimum once a term). If you have ever thought about getting involved in the school, then this is a fantastic opportunity and highly rewarding. If becoming part of RPS School Council is of interest to you or you would like to discuss further, please contact Kate Cooper on 0418 405 496 or email jandkcooper@optusnet.com.au.

Our next meeting will be held later this month.

Clothing Pool – Jennifer Stephenson

- Clothing Pool has been very busy with the change over to summer school uniform

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- Our new printed logo double sided hats have arrived! The response to date has been really positive. I cannot wait to see the hats reversed at the swimming carnival this year!
- Clothing Pool will now open a pop up store with Stay'n'Play every second Friday. The pop up will sell hats, socks and shell jackets! Online orders will also be available to pick up!
- Clothing Pool is also busy preparing for Kindergarten 2018. Kindergarten stock is arriving every day in preparation for kindergarten orientation 2018. The "kindy pack" will be again made available to all new parents this year. The purpose of the kindy pack is to take the stress out of purchasing their child's school uniform, while also relieving the pressure on Clothing Pool lines on Tuesday mornings.
- Moving forward Clothing Pool continues to streamline the business to work more efficiently. Some initiatives include;
 - Price correction on all uniform items
 - Stocktake March and Sept
 - New school bag roll out
 - Increasing stock levels of year round items (SOCKS and HATS) to avoid shortfalls
 - Review of all manufacturers accounts to ensure RPS are receiving the best product at the most competitive price
 - Girls NEW winter uniform – pants and tie option
 - New embroidered bomber jacket rollout in winter

Social/ Fundraising – Suzie Walker

Please see 2018 social calendar attachment for discussion at P&C meeting

Year 3 Fiesta - Mandy Laura

The Fiesta was a huge success with 292 tickets sold, majority of which were at the \$75 price. Margaritas sold out, as did Espresso Martinis and people were actually asking for more cocktails! Food was delicious and plentiful. The hall was buzzing with Fiesta fever and Charlie worked his magic at the live auction which was a huge success. Total profit was \$55,504, with the break down as follows.

Income

Ticket sales (including raffle) \$27,932

Auctions \$34,201

Sponsorship \$10,000

Total income \$72,133

Less expenses \$16,629

Total profit \$55,504

Special thanks to our primary event partner Stone Real Estate, as well as event sponsors, Audi Alto Artarmon and The Uptown Apartments (developed by Longton Capital and CWG Developments) for their support.

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In addition, the Fiesta team would like to thank all the generous families and local businesses who donated items for the silent and live auctions, MC and resident Auctioneer, Charlie Powell, Oatley, Zilze, and the Brasher and Zubrinich families for their contribution to the beverages, Simon Ekas Catering who donated a significant proportion of the delicious food, Melissa Munn's Dad who generously donated bolts and bolts of fabric which was used to decorate the hall, and all the many, many people who donated their time to bring the Fiesta together. A big thank you also to all the parents who supported the event by simply purchasing a ticket!

All in all, the night was a huge success and the team received many emails and texts thanking them for such a memorable and successful evening.

The Team Leaders are now in the process of putting together a detailed report together with all relevant documentation which can be used for future reference.

Year 6 – Jane Latta

- Pedlars Parade huge success raising over \$2,000
 - School Gift - sports equipment ordered and we are waiting on delivery date
 - Teachers Gift - Maureen currently organising approx cost in previous years \$1,500
 - Mega treat days term 2 \$800 Term 3 \$644 Term 4
 - Photo books - going well - will send through update
 - Year 6 graduation event - date and venue for parents has been agreed. Need to form a committee urgently to commence work including deciding theme, booking disco, photographer, catering and decorations etc. If anyone has any suggestions or can offer assistance, please email jlatta1@icloud.com
- \$1,000 from the overall Year 6 fundraising will be used to subsidise Year 6 graduation. Tickets will be charged at approx \$25 per parent and child attending which in the past has just covered the catering. The additional funds will go towards decorations, disco, photographer etc - any ideas for themes would be great.

Assistance needed

We have three major year 6 costs for parents this term, all of which which don't make profit. My recommendation is we create an event on RPS website. In this event parents can order

- Tickets year 6 graduation \$25 per adult and child
- Photo book tba
- DVD tba