P & C General Meeting Minutes

Date: Wednesday 1st December 2010
Venue: Woongarrah School Library

Meeting opened at: 7.05pm


Apologies: Sharon De Luca

Chair: Leanne Sibthorpe

Minutes from previous meeting accepted as being a true and accurate record:

Moved: Wendy Bacon Seconded: Kylee Prior accepted/carry

BUSINESS ARISING FROM PREVIOUS MINUTES:

CHRISTMAS PICNIC – All

Santa is organised to arrive at 6.30pm. Leanne S will purchase $15 worth of Lollies to give Santa to hand out and will drop at Michele’s.

Food and Drinks no final numbers at this stage but numbers will be sent to Michele on Monday. Add 10% to that figure.

Invites and Vouchers have been done and sent home, RSVP’s are coming back already.

Carollers are organised with Kate Zachary. Left over Christmas Headbands are to be sorted in working order to give to the carollers on the day. Lisa A will sort these.

Music and Entertainment. iPod hooked up with outdoor speakers works and Leanne S has under control.

Cash. A float to be arranged by Treasurer and use of School Safe is available. Leanne S to get some bags and Cable Ties to bag coin. Discussed and agreed that at least 3 people must be present when bagging coin and sign for it being placed in safe.

Lyons Club happy to help with BBQ. Agreed that P & C Will donate $50 and present at Presentation Day along with Certificate of Appreciation. Leanne S to arrange.

Sauces and Serviettes, tongs etc to be organised by Michele C

Bad Weather – Final Call to be made on the Wednesday. No food will be ordered before this time to save cost if it is washed out.

MISSING LOLLY POPS

It appears that 2 boxes of Lolly Pops purchased for the end of year Picnic have been taken from the Store Room. Leonie C to Investigate with Staff? Discussed to be mindful of items missing.

BUSINESS DIRECTORIES – Leanne S

Funds not banking until next year. Have received 10 or 12 so far. Confirmation of payments received so far to be issued and arrange a list of current business to be listed on the P & C Link of the School Website. Leanne S to arrange.
KINDERS MORNING TEA – All

Notice in each Class for Best Start next year of M/Tea invitation to be held on the Thursday at Warnies Café at Warnervale. Leanne S to contact and inform Café or arrangements. Paper Invites to also be handed out in class with a time from 9am. Leanne S to organise.

BADGE MACHINE – Still at Repairers. Leanne to follow up

HALL AUDIO EQUIPMENT – Still not sorted but looking into. Leanne S

DONATION TO LIBRARY/YEAR 6 CAKE

Cheque to be given to school. Leonie to look for large cheque to present on Presentation Day. Leanne S bought to attention the current $100 Cake Donation should be increased due to the kids used to pay $10 per head to attend but this year it has gone up to $15 per head. Due to number of students has increased. Intention of increasing donation to $200 with an annual review to be voted on next general meeting. Penny B to put on Agenda.

MR G GARDEN PLAQUE

Is ready to go but due to weight will need to be delivered at Convenience and stored in the P & C Store room. Will try to get it here before Presentation Day. A nice bottle of Red Wine for Mr G from the P & C to the value of $20. Penny B to arrange.

CORRESPONDENCE REPORT – Penny B

<table>
<thead>
<tr>
<th>DATE</th>
<th>CORRESPONDENCE</th>
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<tbody>
<tr>
<td>NOVEMBER</td>
<td>• IN P and C Federation School Mail out – Ethics Classes and Award Nominations etc</td>
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<tr>
<td></td>
<td>• IN Letter to Council from Principal</td>
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<td></td>
<td>• IN Australian School Fundraising Catalogues</td>
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<td>• IN P &amp; C Journals</td>
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| ELECTRONIC | • IN Good School Photography – 20% commission etc                              |
|            | • IN Christmas Picnic Planning – Wendy B                                       |
|            | • IN Sun Orchid Road Info – Leanne S                                          |
|            | • IN P & C Federation Bulletin                                                |
|            | • OUT Newsletter Contribution                                                 |
|            | • IN Newsletter                                                                |
|            | • IN November minutes                                                         |
|            | • IN RSVP to Picnic                                                           |
|            | • IN Pizza Hut follow up enquiry                                               |
|            | • IN P & C Federation Bulletin                                                |
|            | • IN P & C Media Release                                                      |
|            | • OUT Newsletter Contribution                                                 |
|            | • IN Newsletter                                                                |
PRINCIPAL’S REPORT: - Leonie C

Later Assembly – Had already discussed with Staff and was not a viable idea but now due to new reading program more positive discussions of options have been taking place due to the Reading Recovery.

Best Start – Good with now Year 1 having their own version called LAP. This is a one on one programme focusing on 6/7 kids. Intervention to help kids get back on track after being identified as slipping with progress. The programme follows them right through to stages 2,3 and 4.

Multilit Remedial Reading Programme. Heather Harvey Reading Programme

Coles Vouchers – Still Counting.

Sun Orchid Drive – Call in January to find out when/If opening. Still Pending

Parking – Possible No parking signs which is now what we want. Discussion about Kiss and Drive and red tape with Council on Signage of Sun Orchid Drive still Pending

NAPLAN – Held Off. Suppose to be 3rd Reason not known. Currently 500 kids of 20 classes and we are on track.

Cyber Safe – Kids Afternoon and Staff held after school is a go ahead for the 7th of February 2011.

REPORT – Sharon D

December 1st, 2010

NOVEMBER, 2010

<table>
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<tr>
<th>Description</th>
<th>Deposits/Credits</th>
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<td>Closing Balance</td>
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Money made and banked from the sale of Woongarrah Public School second hand uniforms in November was $134.00, which was banked December 1st, 2010.

A cheque was drawn on December 1st, 2010 for $500.00, which is a donation to the Woongarrah Public School library, which will be presented on Presentation Day from the Woongarrah Public School P&C Association.

A cheque for $100.00 was drawn on December 1st, 2010 as a donation to the Year 6 farewell cake, which will be handed to the school office on December 3rd, 2010.

BREAKFAST RADIO AT SCHOOL – Penny B/Barbara Matthews

Sea FM etc hold Breakfasts at local Public schools, when doing so they generally donate about $1000 to the school and have a BBQ and gifts for the kids whilst broadcasting at the school. Can we investigate and possible apply to have this happen next year? Agreed, that it would be worth looking into it. Leah Carey to investigate

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Meeting closed at: 8:27pm
Any items for Agenda please notify President/Secretary week before the next meeting.
Next Meeting: Wed 2nd February 2010 Time: 7pm Venue: Woongarrah Public School – Library

ACTION LIST

**Michele Collins**
Organise Santa Visit for School Picnic
Lyase with Leanne S about Lollies
Organise and Order Meat, Bread etc for BBQ
Check and organise enough Sauces, Serviettes and Cooking Utensil’s for BBQ

**Wendy Bacon**
Contact Lyons Club and discuss BBQ details and Contact to cancel if required.

**Leanne Sibthorpe**
Organise with Mr G Music and I pod connection for outdoor speakers for BBQ
Certificate of Appreciation for Lyons Club and present at Presentation Day
Make a Final Call on Weather for BBQ no later than Wednesday
Return Confirmation of funds received regarding Business Directory
List current Business received on School Website P & C Link
Contact Warnies Café to inform of Kinder M/Tea Arrangements (First Thursday School Returns)
Arrange Invitations to hand out during Best Start next year to New Kinder Mums
Follow up on Badge Machine Repairs
Report on progress of new Audio equipment in the hall
Drop Lollies for Picnic to Michele C.
Drop Round Head Bands to Lisa A for sorting
Present Cheque for Library at Presentation Day
Lyase with Kate Z regarding Carollers

**Leah Carey**
Investigate Radio Station Broadcasting from school for 2011

**Penny Bowen**
Have Sandstone Plaque delivered to School
Purchase bottle of Red Wine for Mr G on behalf of the P & C
Add increase Donation to Year 6 farewell to Next Agenda

**Lisa Alderman**
Sort and return Headbands to Kate Z for Carollers for Picnic Day

**Sharon De Luca**
Arrange Cheques for $100 Year 6 Farewell, $500 to school Library
Organise Float for Picnic Day.

**Leonie Clarkson**
Report Sun Orchid Drive, NAPLAN, Cyber Safe, Classes etc
Locate Large Cheque