Millthorpe Public School P & C Meeting Minutes

Date: 06 August 2014

Meeting commenced: 1812hrs

Present: Georgie Hinrichsen, Andrew Parkinson, Jo Parkinson, Leanne Brown, Terri Latimore, Virginia Begbie, Jo Jackett, Emma Fitzsimmons, Mary Gardiner.

Johannah Francis arrived 1814hrs
Nick Morgan arrived 1815hrs
Jennifer Clarke arrived 1820hrs

Apologies: Karen Watterson, Melissa Sheppard, Charlie Harris, Michael Truloff.

Quorum: attained

Guests present: nil

_____________________________________________________________________________________

Business arising from Minutes of Previous meeting

- With this meeting having attained a quorum Georgie motioned that we accept:-
  - May minutes to be true and accurate,
  - June Treasurer's report
  - June Markets report
  - June Principal's report
  - June Canteen report

  • Moved: Johannah Francis
  • Seconded: Jo Jackett
  • Carried: All in favour 12/0

- Playground repairs not attended to as yet Jo Jackett will sort.
- New staff facility has not been given approval at this stage. Two adult demountable toilets have approved in lieu but not accepted by the school.

Motion that we accept the Minutes of the previous meeting as true and accurate

  • Moved: Andrew Parkinson
  • Seconded: Johanna Francis
  • Carried: All in favour 12/0

Correspondence

Correspondence In:

  b) Foodservice Central invoice – given to Emma
  c) Bernardi’s IGA invoice overdue – given to Emma
  d) Sound Lighting Productions re: wireless microphones change of broadcast frequencies- Jo Jackett will inquire.
  e) Fundraising brochures
  f) Healthy Kids Association offering P & C insurance – we already have insurance with P & C Assoc.
  g) Akehurst Bakery Blayney offering pie drive – P & C not interested at this stage.

Correspondence Out:

nil
Treasurer's Report:

- Written report tabled.
- Teachers are very happy with their cheque for $19,600.00 to assist with new classroom resource purchases.
- New sound fields have been inquired about.
- Data projectors for 3W and 2/3A will be ordered soon.
- Not as many requests for excursion assistance this year thus far.

**JULY 2014 FINANCIALS**

**EXPENDITURE**

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<tr>
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**INCOME**

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**TOTAL** $2,985.75

**JULY INCOME** $1,135.77

**JULY EXPENDITURE** $7,965.25

**PROFIT/LOSSES** $1,829.48

**EXPENDITURE**

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**TOTAL** $52,844.95

**INCOME**

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**TOTAL** $3,017.37

**MONTHLY INCOME/EXPENDITURE SUMMARY - CANTEEN**

**INCORPORATED**

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**PROFIT/LOSS** $2,884.92

**NOTES**

- **PRO INCOME** $19,738.92
- **PRO EXPENDITURE** $18,454.49
- **PRO PROFIT/LOSS** $1,284.44

Page | 2
Motion that we accept the Treasurers Report as true and accurate

- Moved: Terri Latimore
- Seconded: Johannah Francis
- Carried: All in favour 12/0

2014 P&C FINANCIAL SUMMARY

INCOME

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YTD INCOME $ 31,529.64

YTD EXPENDITURE $ 20,839.10

PROFIT/LOSS $ 10,690.54

JUN 2014 FINANCIALS

EXPENSE DATE CHECK NO PAYEE DESCRIPTION CATEGORY AMOUNT
4-Jun-14 258607 MILLHORSE SCHOOL SMART BOARD CINTA S 4,407.75
8-Jun 258609 MILLHORSE SCHOOL DATA PROJECTOR SCHOOL S 499.00
8-Jun 258610 MILLHORSE SCHOOL RENOWORK KIT SCHOOL S 405.00
6-Jun 258611 JO PANKING NING ING S 351.00
11-Jun 258612 JO PANKING NING WADES S 351.85
11-Jun 258613 JO PANKING NING FLOAT REIMBURSEMENT CANTEN S 435.92
15-Jun 258614 WAREHOUSE CANTEN S 18.00
9-Jun 258652 IIERNARRO'S ISA CANTEN S 118.73
9-Jun 258654 COMMERCIAL HOTEL PRE NIGHT P&C S 218.00
12-Jun 258649 AEROPHIL BAKERY CANTEN S 37.91
17-Jun 258642 AEROPHIL BAKERY S 21.25
20-Jun 258683 NAVY BEACH FOOD CANTEN S 416.60
23-Jun 258653 JO PANKING NING ING S 331.85
23-Jun 258645 FOOD CENTRAL CANTEN S 320.30
25-Jun 258646 AMP SUPERMARKET ING S 239.80
26-Jun 258654 JO PANKING NING ING S 331.85
27-Jun 258655 JO PANKING NING FLOAT REIMBURSEMENT CANTEN S 331.85
27-Jun 258500 CATERING TERM 1 BONUS CANTEN S 1,100.00

INCOME

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TOTAL $ 1,100.00

JUN INCOME $ 5,750.00
JUN EXPENDITURE $ 3,974.08
PROFIT/LOSS $ 1,776.02

Page | 3
Markets Report

- Committee will be having a meeting Friday 08 August 2014
- Applications to stall holders for the December markets will be open in one month.
- Redmond Oval has been booked

Motion that we accept the Markets Report as tabled.
  • Moved: Leanne Brown
  • Seconded: Terri Latimore
  • Carried: All in favour 12/0

Principal’s Report:

- Verbal report tabled.
- Tablelands Builders are the winners of the canteen tender. Construction of the new canteen beginning in August and should take approx. 9.5 weeks to complete.
- Access for trucks at the back of the hall will be fenced off for child safety.
- New demountable is up and running. There is a wall that needs fixing. New data projector has been ordered.
- Enrolling now for 2015. So far numbers are at 262 students.
- On of the Education Department bosses is coming to assess school re: staff facilities.
- Assistant Principal position has been advertised with applications closing Wednesday 13 August 2014
- Nick Morgan was successful in his application for the permanent teacher position that was recently offered.
- Fallen tree in the playground has had an arborist report done. Labelled a dangerous tree but non-urgent.
- We have other dubious trees that need to be assessed by a level 5 arborist before their removal.
- The gate behind the new demountable will need to be moved for easier access.
- National collection of data has been completed.
- Dinner for Peggy O’Brien on 09 August 2014 – telegram style notes are being accepted from anyone who would like to write one. Georgie to submit on behalf of P&C.
- Kindergarten excursion was a success.

Motion that we accept the Principal’s Report as tabled.
  • Moved: Nick Morgan
  • Seconded: Emma Fitzsimmons
  • Carried: All in favour 12/0

Canteen Report

There was an enquiry about the running of the canteen at the district sports events. Jo Jackett replied by stating that it is now allocated per school. Blayney is in charge of Athletics, Millthorpe the Swimming Carnival. There is an opportunity for Millthorpe to organise a sausage sizzle and lunches next year at the District Swimming.
Canteen Report for August 2014 Meeting

- Term 2 ended really well with a total of $9,509.26 in takings.
- Term 3 has gone off with a bang and our takings for July (only 5 days) were $2,136.
- Last week I had to do an extra afternoon of cooking bolognese as the cold weather has made it a favourite and with 31 serves on week 2’s Friday most of our stock from the beginning of term prep was gone.
- Really struggling to fill the roster this term. I hate having to threaten to close in order to get helpers but I really don’t know what else to do. It was proved on the second Friday of term, that it is not possible to get everything out on time with only 3 people when you have over 136 orders. We had the door closed and kept the kids to come back in 5 minutes.
- I have kept doing yogies this term and the kids are still buying them. The yogies are the favourite milks that will go out of date before we are open again and if we don’t do this we are losing that money. I get 4 yogies out of a bottle of milk so that’s $2 a bottle we are getting rather than losing $1.16 if it has to be thrown out. The need for cold milks slows down over winter and I do order considerably less however it is really hard to judge how many milk’s are going to be needed each week. I also ask the milkman for extended use by dates so they can potentially last 2 weeks.
- I’m also still doing salads (primarily for the teachers and pharmacy) as this is a green item and all the ingredients overlap with other items on the menu. Also pumpkin soup is now green too, as I have taken out the bacon, making it a true vegetarian option.
- The fish that we use for the Stark Wraps has changed as Bathurst Central Foods are not longer getting the fillets we have had since introducing the wraps.
- I’ve dropped the price of the Hot Chocolates and Cold Milks back to $1 as it’s just easier for the kids and it was interesting the number of people that didn’t realise they had gone up in the first place. I know the price increases where a bit of a shock to people after over 5 yrs with no changes, but comparing us to Healthy Kids Cantoons where they suggest $2 for a cup of hot milo and charge $4 for their soups that includes only half a bread roll and is in an 8oz cup where ours is $3.50 with a dinner roll and in a 12oz cup, our prices are still very cheap.

Motion that we accept the Canteen Report as tabled.
- Moved: Emma Fitzsimmons
- Seconded: Terri Latimore
- Carried: All in favour 12/0

AGENDA

P & C Membership

- New members Rachel and Andrew Gordon were acknowledged and accepted.

Canteen committee

- Georgie suggested a need for a key committee member to head up canteen committee. This job would involve such things as writing job descriptions, hours, menus etc. Having someone else do these things would support Jo and enable her to concentrate on the day to day running of the canteen.
- Georgie will advertise in the school newsletter.
- A new contract has been drawn up for Jo Parkinson for this Term.

School Band

- There was an enquiry about the band numbers and whether it was still viable.
  Jo Jackett answered that the fees are still covering costs at this stage and there is a new arrangement with the band teacher.
- Have managed to purchase new instruments and still be covering costs.
- Jo Jackett suggested a ‘black & white’ theme for this years Music @ Millthorpe.
  The program will be condensed this year as the night is getting long.
Redmond Oval

- Garden Ramble committee have $40000.00 to go towards a new kiosk should approval be given to remove the old kiosk. They have asked P & C for $2000.00 instead of $1000.00.

A lot of things need to be considered prior to any decisions being made:-
- Long term viability
- Community consultation and their expectations of the use of the oval and facilities.
- The heritage of the oval, including the Rotunda
- History of past volunteers, donations and memorials need to be considered.
- Possible asbestos in old kiosk
- Visions and planning development for oval – many options
- Approx. $300,000 needs to be spent bringing the oval surface up to scratch.
- Parking in Boomerang Street – possible drop off zone for school.

Michael Truloff attends Blayney Council meetings on behalf of the Redmond Oval Committee. Georgie Hinrichsen and Charlie Harris attend the Redmond Oval Committee Meetings on behalf of the P&C.

Canteen Construction

Discussed in the Principal's report.

GENERAL BUSINESS

- As the school grows larger, there are concerns about holding the end of year presentation night in the Hall. Parents and family who sit outside currently can’t see the stage or hear what is happening.
  Suggestion are to hold it under the COLA, or in Blayney, or provide some raised seating and speakers for outside.
  Teachers will discuss and provide feedback.
- Jo Jackett stated there will be collaboration in the next 3 years to develop a new management plan for funding etc. This will involve community input.
- Andrew Parkinson acknowledged the teaching staff at MPS for their commitment to the overall learning and caring that they provide for all students. In particular stated that having fun with the kids on the day it snowed was outstanding and the effort that they put into the book parade was second to none.
- Jennifer Clarke added to the above by stating that she was very grateful for all of the effort put in by teachers in the running of the fundraising event for Kieran.
- Georgie asked if the school usually gets involved in NAIDOC Week. Jo Jackett replied that sometimes they are involved with other Heritage Schools. Mandurama often organises buses for indigenous students to get to activities. Georgie will discuss with Mary Gardiner.
- Leanne will not be present at the next meeting so someone present will need to take the minutes please.

Next meeting:
Date: Wednesday, 03 September 2014
Time: 6pm
Venue: School Library

Meeting closed: 1943hrs