Millthorpe Public School P & C Meeting Minutes

Date: 04 June 2014

Meeting commenced: 1805hrs

Present: Georgie Hinrichsen, Andrew Parkinson, Jo Parkinson, Leanne Brown, Johannah Francis, Virginia Begbie, Melissa Sheppard, Jo Jackett.
Michael Truloff arrived 1815hrs and departed 1840hrs.

Apologies: Terri Latimore, Karen Watterson, Charlie Harris, Mary Gardiner, Emma Fitzsimmons

Quorum: Not attained

Guests present: nil

_____________________________________________________________________________________

Business arising from Minutes of Previous meeting

- Nil

Unable to accept the Minutes of the previous meeting as true and accurate due to quorum not being attained. Will motion to accept at next meeting.

Correspondence

Correspondence In:

a) P & C magazines
b) Various fundraising brochures
c) WorkCover certificate of currency and insurance policy details for Jo Parkinson.
d) Letter addressed to Sue Richards dated 12 August 2013 re: v8 experience voucher that was part of the Father's Day raffle 2013. To chase Di Cullen re: the winner.
e) Thank you letter from Helen Gray re: benchmarking kits.
f) email survey to Georgie

Correspondence Out:

a) email survey response by Georgie

Treasurer’s Report:

- Written report tabled.
- Query over whether markets cheque has been banked.
  Johannah stated that there were issues at the bank with the colour of pens used on the cheque. Johannah will follow up on this.
- Decision to add footnote to the canteen financial report to show bonuses paid to Jo Parkinson.
- Melissa spoke with Luke Bingham and he would like the cheque from last year to be reissued please.
- Georgie will ascertain how to transfer funds into the schools bank account for the education resources promised by the P & C.
Unable to accept Treasurer's report due to quorum not being attained. Will motion to accept at next meeting.

Markets Report

Verbal report tabled
- The website has been updated with Matt Begbie
- The 'April' markets have been booked in with council for 22 March 2015

Unable to accept Markets report due to quorum not being attained. Will motion to accept at next meeting.

Principal's Report:

Verbal report tabled.
- Mary Gardiner and teachers are very happy and excited about the allocation funds for education resources.
- The school has nominated vacancy for a new teachers permanent position. Hopefully this will go to Nick Morgan but is still under consideration by Staffing.
- New demountable should be ready for the beginning of Term 3 2014.
- Sandstone blocks need to be moved – Michael will organise.
- Canteen tender due to close 10 June 2014. Hopefully the new canteen will be complete by the end of the year.
- There will be a survey for parents in the near future. ‘Nationally Consistent Collection of Data’ It will assist in attaining appropriate funding for schools that have students with learning difficulties.
- There will be a new enrolment form for 2015.
- Jo showed a short video to explain the Gonski program.
- There will 6 new enrolments at school in Term 3.
- Garden club think that there should be a note in the front of book somewhere re: their missing funds. It is thought that the funds are approx. $1500 -1600.00. They have bought topsoil today that has cost approx. $60.00 that will need to be reimbursed.
Unable to accept the Principal’s report due to quorum not being attained. Will motion to accept at next meeting.

Canteen Report:

Unable to accept the Canteen report due to quorum not being attained. Will motion to accept at next meeting.

AGENDA

P & C Membership

- No new members to accept.

Canteen pricing

- Charlie Harris had questions about how the new canteen prices have affected ordering. This has been answered in the canteen report.
- The canteen, staff and P & C members have not taken any complaints thus far in regards to pricing.
# Budget Implementation

## P&C BUDGET BREAKDOWN 2014

<table>
<thead>
<tr>
<th>Category</th>
<th>Percentage</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Savings &amp; Contingency</td>
<td>24%</td>
<td>$1,400.00</td>
</tr>
<tr>
<td>Education Resources</td>
<td>28%</td>
<td>$5,770.00</td>
</tr>
<tr>
<td>General</td>
<td>5%</td>
<td>$3,500.00</td>
</tr>
<tr>
<td>Student Support</td>
<td>11%</td>
<td>$1,660.00</td>
</tr>
<tr>
<td>Classroom Fitout</td>
<td>30%</td>
<td>$16,800.00</td>
</tr>
<tr>
<td>Outdoors</td>
<td>2%</td>
<td>$1,400.00</td>
</tr>
</tbody>
</table>

## 2014 P&C BUDGET BREAKDOWN

<table>
<thead>
<tr>
<th>Category</th>
<th>Education Resources</th>
<th>Classroom Fitout</th>
<th>Outdoors</th>
<th>Student Support</th>
<th>General</th>
<th>Savings &amp; Contingency</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allocated Funds</td>
<td>$1,400.00</td>
<td>$20,000.00</td>
<td>$1,400.00</td>
<td>$7,700.00</td>
<td>$3,500.00</td>
<td>$16,800.00</td>
</tr>
<tr>
<td>Remaining</td>
<td>$17,405.00</td>
<td>$17,405.00</td>
<td>$1,400.00</td>
<td>$3,500.00</td>
<td>$13,395.00</td>
<td>$0.00</td>
</tr>
</tbody>
</table>

**NOTES:**
- P&C has requested $2,000 to be spent on Peggy’s book project.
- Uniform money is the ongoing commitment to assist with purchase of uniforms, to then on-set.
- This is a contingency/emergency allocation with an opportunity to put money away for a larger project.

*Figures have been calculated on $170,000. Carbeen income/expenditure has been excluded as this is cost-neutral.*
Peggy O’Brien’s Retirement
- Discussion about farewell gift for Peggy on her retirement in July 2014.
- It was decided to present her with a tree or gift voucher from Millthorpe Nursery up to the value of $100.00, some flowers and Georgie will organise a large Millthorpe card for the students to sign which may cost around $40.00
- Johannah is keen to have the kids do a performance. Virginia suggested that the kids play Jamaica farewell on the ukulele as they are learning it at the moment. Maybe the choir could sing. All this will endeavour to place on the final assembly for Term 2, 2014.

Wood Raffle
- Di Cullen suggested a wood raffle but at this stage will not go ahead as the wood is proving difficult to collect for various reasons.
- May be considered in the future.

GENERAL BUSINESS
- Jo Jackett to action playground repairs in Term 3, 2014.
- Need to transfer $5000.00 for Uniforms into the school account with the $17635.00 for Education Resources.
- We still have 3 steers that will be sold soon. We should allow for the purchase of more in the future.
- Markets storage space discussed – still considering options.
  Possible solutions a) New canteen storeroom
                     b) Old canteen when no longer in use.
- New Staff Facility is due for approval on the 22 July 2014.
- School counsellor – still looking for options to relocate counsellor to a new space to ensure privacy.
- New Western Region Athletics Shirts have been ordered but were not available for the recent events. There were not enough of the old ones for every competitor to wear one.
  Jo Jackett to follow up.
- MPS Athletics carnival ribbons will hopefully be given out at the end of term assembly.

Next meeting: Wednesday
Date: 06 August 2014
Time: 6pm
Venue: School Library

Meeting closed: 1934hrs