

# Belair Public School

## P&C Association - Meeting Minutes

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Meeting #9  
Wednesday 16<sup>th</sup> November 2022

### 1. Attendance

Sarah Jardine (A/Principal), Anne Turner (President), Penny Chalhoub, Collenn Van Laar (Vice President), Jess Struck, Nick Elkington (Treasurer), Claire Newton (Fundraising Coordinator), Cathy Seberry (Secretary).

Via zoom – Jamie, Em, Brendan McGrorey, Shelley Sneath (Vice President), Hayley Connors-Merrick

### 2. Acknowledgement of Country

Anne read the BPS Welcome to Country

### 3. Outstanding Actions

Date	Action	Status
21/7/21	Nick to contact Inter-relate directly and make a booking for 2022.	Options to be put to P&C.  Ongoing
15/6/22	P&C to develop form and process for those students that represent Belair at the state level.	Ongoing.  Form drafted.  Process to be developed. Proposed that P&C should let community know at start of each year. Families to be directed to P&C by office staff.  Form also to be put on school website.  BTW – whole P&C website page needs a

		revamp. Link to Fb site.  Updated draft to be sent to office and also have dedicated folder on office site.
15/6/22	Nick to develop a 1 pager on what has to be updated when the P&C has a new treasurer.  Update – needs to be done for all Exec roles before AGM 2023.	Due AGM 2023
19/10/22	Other committee members to learn and have access to Flexischools. (Nick, Cathy, Clare, Anne Jess & Lindsay)	Set up a date in Feb to have a demo
21/9/22	P&C Exec to find another Canteen Manager.	Sonya still working in canteen wed – fri.  Ongoing search for Manager
21/9/22	P&C to set up and share a canteen roster for the school community using 'Sign Up'	
19/10/22	Nick to organise floats for disco.	Complete
19/10/22	Nick to check arrangements that Shelley has made for disco re – Rahny, sausages, bread, sauces, serviettes, novelty items,	Complete
19/10/22	Nick to check whether money had been paid for honour boards.	Complete

## 4. Principals Report

Sarah Jardine presented the Principals Report as follows:

- School thanks P&C for successful disco
- School questioning whether P&C to provide a donation for Yr 6 farewell of \$1000?

**ACTION – Nick to organise \$1000 donation to school for Yr 6 farewell.**

- School questioning whether P&C also paying for sports awards, dux etc? School proposing to replace monetary awards with a BPS towel.

**ACTION – Sarah and Nick to work together to organise sports towel design and printing. Nick to call regarding numbers etc.**

- Sarah Jardine will be relieving Principle for weeks 8, 9 10.

- School is seeking assistance for end of school activities – eg colour run. Noted that families can also get in touch with school if need assistance for paying these fees.
- School proposing a Spring ball. Discussed whether Term 3 or Term 1 preferred. P&C recommended Term 1 due to lack of other activities / events in this term.
- Strategic direction 1 – school has data for personalised learning, new curriculums will involve staff learning.
- There will be a decrease in student enrolments, 16 classes in total.
- Belair behaviour mgmt plan is in its final draft form. It is to be shared with the community and may involve workshops with parents
- There has been some changes to the playground plan – final quotes to come in
- The final SRC meeting for this year will occur this term
- Yr 5 leadership talks started today

## 5. Treasurers Report

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Nick presented Treasurer's Report as follows:

- Bank balances \$27,000. This is a healthy balance to end the year with and be able to give some money to the school.
- The money raised from mangoes and gingerbread has been prepaid
- Nick is seeing some auditors to have our books audited prior to the AGM
- There is about \$13,000 worth of stock in the uniform shop. Nick suggested we try to recover these costs prior to the uniform changing.

## 6. Uniform Shop Report

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Claire updated news from the uniform shop on behalf of Kira.

- Noted that the uniform shop needs a clean. A broom, dust pan and mop could also be provided.
- A closet camel could be provided for over the summer to stop moisture building up
- Claire will help out in the uniform shop till the end of the year
- Paper bags need to be provided instead of plastic bags
- The community is asking about changes to the uniform and whether they should be purchasing additional items. The meeting suggested a post in the newsletter regarding this as it will take time and there will be a changeover period of 3 years.
- It is suggested that the new uniform items will be sold through the school uniform shop. When samples arrive they will be available for students to try on.
- At the earliest, the new school uniform will be available in term 2 2023.

## 7. Canteen Report

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This item was covered above in the 'outstanding actions'.

## 8. Fundraising Report

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- 107 trays of Mangoes sold, profit of \$516
- Gingerbread profit of \$324
- Wine fundraiser is ongoing, 10 dozen sold so far
- Tea towels - 71 kindy sold, 55 yr 6 sold
- Claire will do a fundraising calendar for each forthcoming year fundraising for the school community.

**ACTION – Claire to develop 2023 Fundraising calendar. All to review. Claire will publish at the start of 2023.**

**ACTION – Claire to match deposits from flexischools to P&C account and share this with Nick.**

## 9. General Business

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Emily – questioned whether there is a second parent teacher interview? No, only 1 per year at start of yr. Sarah re-iterated that parents can make a request for an interview at any time.

**ACTION - Kathie / Sarah to communicate to parents that there is 1 and parent teacher interview, but parents can request an interview at any time throughout the year.**

Emily – questioned whether parents can come into the school for pick ups.

**ACTION - Sarah to check with school about coming into the school for afternoon pick ups**

Brendan – asked about why paper notes are not emailed to parents

Penny – asked about swimming caps. Meeting questioned where this up to. Shelley stated that she had sent supplier details to the school. School will be paying for it.

Penny – asked whether yr 5 & 6 children could work in the canteen. These students need a supervising teacher and BPS teachers already have 1 duty per day.

Colleen – asked about P&C permissions to post notifications on Sentral. Suggested that the P&C have a monthly newsletter sent to parents via Sentral.

**ACTION - P&C to comms to be forwarded to BPS FB Messenger to be shared.**

Colleen – asked whether the school wants a welcome BBQ at the start of next year. Noted that the P&C needs notice to be able to hold this.

Jess – asked how the school supports good students that have talents in the creative arts? Drama club, CAPA nights (choir, band drama showcased)

**ACTION – Sarah to flag to the school that the P&C considering an art show for 2023. It was discussed that it could be an optional activity for children and completed at home.**

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16/11/22	Kathie / Sarah to communicate to parents that there is 1 and parent teacher interview, but parents can request an interview at any time throughout the year.	
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## 11. *Next Meeting*

14<sup>th</sup> or 21<sup>st</sup> December 2022 – to be Christmas drinks