



1. Attendance

- 1.1 *Attendees:* Warwick Beard (WB), Emma Abdilla (EAb), Shelley Sneath SSn), Matthew Morrison (MM), Christina Price, Stefan Scevak (SSc), (CPr), Christine Clifford (CC), Catherine Whittaker (CW), Rose Hogan (RH), Katrina Johnson (KJ), David Critchley (DC), Brydie Pereda (BP), Paula Gardiner (PG)
- 1.2 *Apologies:* Emily Allars (EAll), Sarah Hayes (SH), Luke Bellamy (LB) Felicity Charlton (FC), Sonja Cooper (SC), Emma Hessel (EH), Nyssa Kelly (NK), Sandi Patch (SP)

2. Previous Minutes Acceptance & Business Arising

- 2.1 *Previous Minutes Acceptance:* EAb & CC
- 2.2 *Business Arising: Signs on the way for Uniform Shop*
- 2.3 *Canteen supervisor training. MM and EAb working on this. Action*
- 2.4 *Discussion around school camp location and security WB to contact camp and organise a meeting and to look at other options. Action*

3. Correspondence In

- 3.1 Cheque \$256.51 Department of Education
- 3.2 Commonwealth Bank banking commission \$189
- 3.3 Entertainment book breakdown
- 3.4 Priscilla's Fundraising Flyer

4. Correspondence Out

- 4.1 Nil

5. Principals Report

- 5.1 *WB presented Principals Report as follows:*
 - 5.1.1 *Staff Development Day*
 - 5.1.2 *New Staff*
 - 5.1.3 *Jenny Crain Retirement*
 - 5.1.4 *Playground Equipment*

5.1.5 Out of Zone enrolment panel – not required

5.1.6 Education Week

5.1.7 RAM Funding

Refer to attached copy of Principals Report.

6. Treasurers Report

6.1 SSc presented Treasurer's Report as follows:

6.1.1 Workers Comp Insurance paid

6.1.2 Group Certificate completed

6.1.3 All canteen payments are up to date except one supplier

6.1.4 Values on 3 deposit bags have been disputed by the bank. With the largest amount in dispute being \$100. EAb and SS signed slip. CP watched counting. MM suggested having a chat with the bank. Perhaps we could deposit over the counter to see if we can find out where the mix up is. MM and SSc to follow up with bank. **Action**

6.1.5 All payments for Uniform Shop are up to date minus sport shirt balance

6.2 Account Balances @ 20-July-2016

6.2.1 General Account \$18,991.20

6.2.2 Uniform Shop \$ 9561.63

6.2.3 Canteen Account \$ 4101.38

Refer to attached copy of Financial Statement.

7. Uniform Shop Report

7.1 EAb provided Uniform Shop report as follows:

7.2 New Sports shirts: Orders closed – money and notes collated 149 orders were placed and 369 shirts were ordered. Extra shirts were ordered for parents who forgot and for Kindy orientation.

7.3 Some uniform items have been restocked in the canteen.

7.4 MM has organised materials for shop shelves. **Action**

7.5 All present agreed that the balance of the invoice for the Sports Shirt may have to be paid from the General Account due to current funds available in the Uniform Shop Account.

8. Canteen Report

8.1 No report provided

9. Fundraising Report

9.1 FC provided Fundraising Report as follows:

9.2 Carols Night

9.3 Father's Day Stall

Refer to attached copy of Fundraising Report.

10. General Business

- 10.1 CC will organise pre order of socks in time for Kindergarten Orientation.
- 10.2 CP asked for a donation for the year 6 farewell. Previous amount was \$1500 – MM motioned to donate the same amount. SSc seconded. (Action)
- 10.3 *Football Jerseys* – CP stated that there are none. P&C decided against purchasing at this stage and will revisit next year as it is only 1 day a year.
- 10.4 CC raised that our current report format was not as informative as other schools. Could we look at a new format? WB said they are awaiting a new department policy. (Action)
- 10.5 BP was presented with options for shorts for girls. WB clarified the procedure to add shorts to the uniform. EAb to investigate other options and present back to the P&C. (Action)
- 10.6 School Banking – Desperate for helpers – WB to put in newsletter in a prominent spot. (Action)
- 10.7 Jenny Crain retirement - \$200 to be gifted towards present of a llama. MM motioned – seconded CP. (Action)
- 10.8 Reword –held over until next meeting
- 10.9 Playground Equipment – MM and WB to meet and work on narrowing down a plan. (Action)
- 10.10 SS to write letter to local businesses to ask for sponsorship. (Action)
- 10.11 ACNC update details MM (Action)
- 10.12 Out of Zone sibling enrolments. Discussion arose about why it is being enforced this year. WB responded that he was following department policy and was sorry for the undue stress that it has caused. Discussion then arose about what could be done about this. PG mentioned that she had been to Jennifer Moody and to Frank Potter and was still denied. Discussion continued around what had happened at other Newcastle schools and how their P&C supported them. **Warwick Beard excused himself from the meeting as it could be a conflict of interest.**
- 10.13 P&C agreed to support families by way of email to local parliamentary member and higher levels of management within the Department of Education. A meeting is to be organised by families and P&C executives were encouraged to attend if possible. (Action)

11. Summary of Actions

- 11.1 *Organise Training Session and Setup for Back-Up Canteen Supervisor.*
EAb/EAl/MM/SSc
- 11.2 *WB to organise a canteen survey in consultation with MM.* (Action)
- 11.3 *School Banking – Desperate for helpers – WB to put in newsletter in a prominent spot.*
(Action)
- 11.4 *ACNC update details MM* (Action)
- 11.5 *Playground Equipment – MM and WB to meet and work on narrowing down a plan.*
(Action)
- 11.6 *SS to write letter to local businesses to ask for sponsorship.* (Action)
- 11.7 *Jenny Crain retirement - \$200 to be gifted towards present of a llama* (Action)
- 11.8 *Email to local member regarding out of zone siblings. MM to write* (Action)
- 11.9 *Year 6 farewell donation \$1500 SSc* (Action)

11.10 EAb to source short options for girls (Action)

12. *Next Meeting*

12.1 Fundraising Committee – Wednesday 17th August 2016 @ 6.30pm

12.2 P&C Meeting – Wednesday 17th August 2016 @ 7.00pm

Belair P&C Principal Report July 2016

School Development Day

The staff is working on a set of student language around Metacognition- Thinking about thinking and monitoring learning. First step is to identify what we want our Year Six students to leave the school with and then backward map through the grades to identify the common language students will be taught.

Differentiated learning was the other focus for the day. Our aim is to place students in the proximal zone of development as they engage with learning.

New Staff Members

Kathie Collie, our new Deputy Principal joined Belair this week. Her main role will be supporting quality teaching and learning across the school.

Sophie Carrigan has joined us in an additional Learning support role. This is a result of growth in enrolments. I have decided to provide additional support to the grades that have large class numbers rather than restructuring the whole school at this point of the year.

Jenny Crain Retirement

Jenny is retiring- she has been assistant principal at Belair for 10 years.

Playground equipment

We need to give this immediate attention

School fundraising- mini Olympics will be taking place in week 8 this term.. OOSH have offered to contribute. I have contacted an earthmoving contractor who will give us a good price on digging the plot when the time comes.

Education week

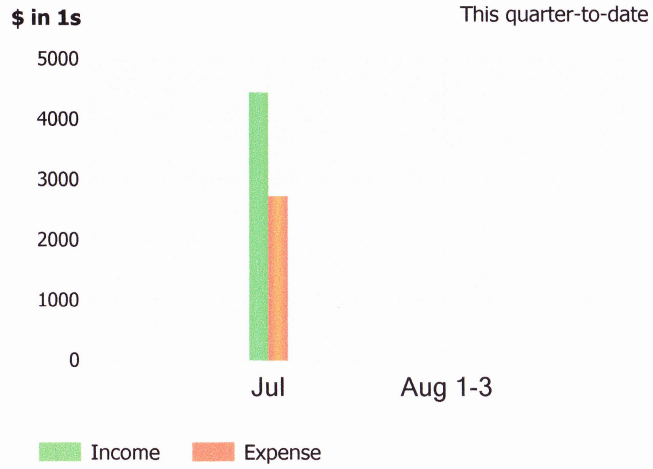
We will be celebrating education week in book week- Week 6 this term.

Placement panel- Parent rep was not required as we were not in a position to accept any non-local placements for 2017.

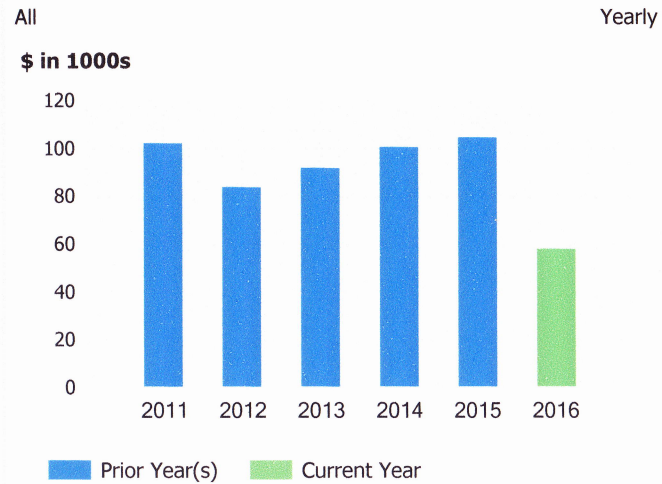
Flexible Funding provided through RAM

A presentation on how the school uses discretionary funding was made. All equity based funds are used for targeted teacher interventions supporting learning or School Learning Support officers (teachers' aides) working with students.

Income and Expense Trend



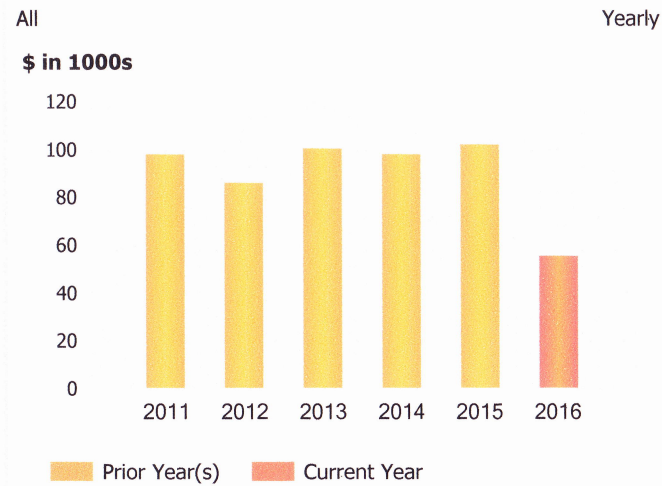
Prev Year Income Comparison



Account Balances

Account	Balance
General Account	18,991.20
Uniform Shop Account	9,561.23
Accounts Payable	5,900.50
Canteen Account	4,101.83
Canteen Card Payment Account	4.01
Coles Card - Canteen	0.00

Prev Year Expense Comparison



Fundraising report to P&C 20/07/2016

Belair super silver challenge

Super silver challenge was a success.

Week 1 raised \$499.95.

Week 2 raised \$666.10.

Week 3 raised \$227.15

Week 4 raised \$547.70

Week 5 raised \$749.00

For a total of \$2506.20

This is subtracting the pizza party spend of \$183.70

Christmas carols & fete have been confirmed for 2nd December. Thoughts are in process and a project plan will be provided to P&C next month prior to initiation.

Westfield has been contacted to book the fundraising table on Sunday 27th November and Thursday 10th or 17th November 2016 to sell Christmas raffle tickets.

Westfield have asked if Belair choir would like to sing at the rooftop prior to Christmas. Contact for this is the marketing executive Kate Griffith.

Total of \$7294.32 for the year to date.