BATHURST PUBLIC SCHOOL P&C MEETING MINUTES

20th August 2014

Attendees:
Clare Lewis, Sueann Brown, Tracey Platt, Kate White, Sally Hamer, Deborah Munns, Jodie Goninan, Jo Curran, Fernanda Puebla, Lesley Macready.

Apologies:
Tony McBurney, Amanda Lynch, Heather Kimbel, Kirsty Ridley, Annabelle Hillsdon, Emma Hair.

Meeting opened: 7.15pm
Chaired by Clare Lewis.

Minutes from previous meeting accepted

Motion: That the minutes of the meeting held on July 16 be adopted as a true and accurate record of events.

Moved: Sueann Brown    Seconded: Deb Munns

Principal’s report

See attached.

Kate has secured a cheaper printing quote so the school magazine is going ahead this year.

Treasurer’s report

See attached.

Motion: Treasurer be given approval to pay the bill for the school soap ($328).

Moved: Clare Lewis    Seconded: Tracey Platt.

Canteen Treasurer’s report

Financials tabled at meeting.

Continued discussion about cash handling at the canteen. Meeting agreed that we should apply the P&C’s standard cash handling policy to canteen takings.

Motion: Sueann to investigate and purchase ($200 limit) a coin-counting machine to assist with cash handling compliance, which can also be used for P&C events.

Moved: Sally Hamer    Seconded: Clare Lewis.

Discussion moved onto cash handling for the clothing pool. Meeting agreed that due to the small amount of takings that a triple receipt book should be adequate.

Motion: The treasurer purchase a triple receipt book for use by the clothing pool.

Moved: Tracey Platt    Seconded: Sueann Brown

Sueann raised the issue of whether we should be paying casual or permanent/part-time rates for the canteen manager. Sueann to review and report back to meeting.
Sueann asked if canteen catering should also cover wages. Meeting agreed that it should and that we may not be charging enough for our catering compared to competitors (especially considering the excellent standard of food being produced). It was also recognised that Heather currently does a lot of shopping and baking for this in her own time. Sueann to review current costs and charges and report back to meeting.

Sueann asked if P&C Federation insurance covers canteen workers for catering activities. It was felt that this is probably covered by the Workers Comp insurance – Sueann to check before next meeting.

**Business arising:**

**Father's day aprons**

Clare advised @100 aprons have been ordered to date. Requested a note in the newsletter advising parents that the order deadline has been extended.

Painting of aprons will commence in the Lambert St hall this Friday (Aug 22). Clare asked for volunteers to help with this activity. A call-out will also be placed in the school newsletter and on Facebook (Tracey). A further painting session may also be held the following week.

**Father's day barbecue**

Meeting agreed this is our current priority and will take considerable organisation. It was noted Tony has started the process of coordinating this event and that people should let him know if they are available to help in any way.

Kate advised the pre-order form must go out this week to allow parents sufficient time. Tracey to update Mother’s Day order form and supply to Kate by Aug 21.

Meeting suggested that a call-out for volunteers be placed in the school newsletter Aug 28 and on Facebook (Tracey).

Fernanda Puebla volunteered to take the Father’s Day photos. Clare to help set up the location and Sueann to provide blackboards.

Kirsty has been contacted about locating the signage.

**Book club**

Kate advised there will not be any book club orders in the second half of term due to Book Week activities.

**Uniform committee**

No update.

**Outdoor Cinema**

Clare advised Bathurst Regional Council has been told this is not going ahead but it has still been listed in some event calendars. Council has been asked to remove it from future schedules of events.

**School labels**

Labels have arrived and will be placed in Smart Start kits. Secretary to liaise with Emma regarding an end of campaign date and publicising labels to the rest of the school.

**Grants**

Deb has applied for a grant from CSU for $1000 for early readers.
An application has also been lodged with Bathurst Regional Council for $2500 to produce the 75th anniversary Back to BPS exhibition.

**Back to BPS dinner and open day**

Deb has been busy researching the school history and has been working with Bathurst Library and the local historical society.

Deb has also started collecting interesting anecdotes from past students to include in the exhibition and would like to encourage other P&C members to approach their neighbours, workmates and friends to ascertain if they have any connections to the school. There are also plans to place articles in the local media and establish a Facebook page.

Clare and Angela volunteered to investigate entertainment options for the dinner.

**P&C Federation election**

Meeting was asked if anyone wanted to be nominated as a delegate or councillor for the Federation of Parents and Citizens Associations of NSW. There were no takers.

<table>
<thead>
<tr>
<th>Annual events</th>
<th>Champion</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kindergarten tea towels</td>
<td>Sueann</td>
<td>Term 1</td>
</tr>
<tr>
<td>Completed and delivered</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Year 6 tea towels ongoing - no update</td>
<td>Kirsty</td>
<td>Term 3</td>
</tr>
<tr>
<td>Year 6 Jumpers 2015 ongoing - no update</td>
<td>Annabelle</td>
<td>?</td>
</tr>
<tr>
<td>Year 6 gifts ongoing - no update</td>
<td>Kirsty</td>
<td>Term 4</td>
</tr>
<tr>
<td>Father’s Day breakfast see above</td>
<td>Tony Mc Burney</td>
<td>5 Sept</td>
</tr>
<tr>
<td>Photo Opportunities (Year 6 Grad, School Concert) ongoing – school concert photo CD now on sale.</td>
<td>Clare/Tony</td>
<td>Term 3 and 4</td>
</tr>
<tr>
<td>School concert raffle now Father’s Day raffle</td>
<td>Kirsty/ Annabelle/ Angela</td>
<td>5 Sept</td>
</tr>
</tbody>
</table>

**New ideas and open forum**

**Next Meeting:** 17th September 2014

**Meeting Closed:** 9.10pm
# Bathurst P & C July 2014 Treasurers Report

## Income

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
<th>Membership Fees</th>
<th>Donations Received</th>
<th>Sales - Clothing Pool</th>
<th>Fundraising - Stalls</th>
<th>Fundraising - Others</th>
<th>Interest Received</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>25/07/2014</td>
<td>Kinder towels/clothing pool</td>
<td>$22.85</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$1,348.00</td>
<td>$</td>
<td>$1,361.85</td>
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</table>

**Total:** $1,361.85

## Expenses

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
<th>Cheque Number</th>
<th>Advertising</th>
<th>Audits Fees</th>
<th>Bank Charges</th>
<th>Contributions to School</th>
<th>Fundraising Expenses - Other</th>
<th>Insurance</th>
<th>Other</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>16/07/2014</td>
<td>P&amp;C Federation Insurance</td>
<td>2000017</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$821.00</td>
<td>$950.00</td>
<td></td>
<td>$980.00</td>
</tr>
<tr>
<td>16/07/2014</td>
<td>Vasella Pringle Florist</td>
<td>2000018</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$75.00</td>
<td>$</td>
<td>$</td>
<td>$826.00</td>
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**Total:** $826.00

**Balance brought forward:**
- Income for the Month: $3,992.06
- Less Expenses for the Month: $3,941.00

**Book Balance:** $5,384.93

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**Bank Statement Reconciliation**
- Balance as per Bank Statement: $5,384.93
- Other:
  - Amount: $75.00
- Book Balance: $5,384.93

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Book balance 31/07/2014 $3384.93

Cheques to get approval for:

- Westco – Soap.
1) We have welcomed Mrs Sonia Tilburg to our school this week. Mrs Tilburg is replacing Mr Hurdy for the rest of the term whilst he is on his practicum.

2) Our Girls Soccer Team have had a very busy term. Last week, they played in the Regional Final against Parkes PS in Orange. Unfortunately, we lost 2-0, but our girls played incredibly. Congratulations to All the girls, Mr Thackray, Mrs Francis and the parents.

3) Education week was celebrated with our School Concert at the BMEC. It was an Extraordinary event which showcased our school. A very special thank you to the teachers for their outstanding work preparing for the concert. Concert DVD’s and photo CD’s are on sale from the front office.

4) The District Athletics Carnival was held on Friday 1st August. Our school as very well represented. Congratulations to ALL children who competed. We have had 22 children qualify to attend the Regional Athletics Trials in Dubbo on Friday 29th August. The children are: Tegan Bush, Lilly Jabour, Sophie Hillson, Miranda Campbell, Rachel Horre, Jennah Rush, Caitlin Morris, Angus Cafe, Gabriel Langdon, Lachlan Pearce, Johnny Mokaraka, Ben Neary, Charlie Ayoub, Evan Cafe, Matthew Beattie, Ji Hartland, Brendan Spasic, Mitchell Lamb, Nash Hutchings, Charlie Dunn, Elissa Ridley and Caiden Grimmett.

5) Our Early Stage 1 and Stage 1 children attended the Mr McGee performance at the BMEC on Tuesday 5th August – a great cultural experience for our children.

6) We had our senior choir children attend the Choral Festival at the Opera House. What a fantastic event. A special thank you to Mrs Cafe, Alana Cafe and Mrs Murphy for the work with this group and the excursion.

7) We had the Bledisloe Cup visit our school on Thursday 7th August. Another great event which exposed our children to a significant event on the Australian calendar.

8) Our Commonwealth Games Day was held last Wednesday 13th August. This was an amazing day! Congratulations to all the children who participated. A special thanks to Mrs Murphy who coordinated the event.

9) This week is Book Week. The theme is ‘Connect to Reading’. Our Parade will be held from 11.40-1.10 tomorrow under the COLA. The Book Fair will be open for children to purchase books from 9-11. It will reopen for parents from 1.10-2.30 for the purchasing of books.
10) Our Bathurst Eisteddfod commitments begin next week with notes going home today. We have 19 groups attending the 2014 Eisteddfod.

<table>
<thead>
<tr>
<th>Group</th>
<th>Item Number</th>
<th>Section</th>
<th>Venue</th>
<th>Day and Date of Performance</th>
<th>Section Begins at</th>
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</thead>
<tbody>
<tr>
<td>Bathurst Public School Kindergarten Choir</td>
<td>1</td>
<td>018 Kindergarten Choir</td>
<td>Theatre</td>
<td>Tuesday 26th August</td>
<td>9.45am</td>
</tr>
<tr>
<td>Bathurst Public School Infants Choir</td>
<td>3</td>
<td>017 Year 1 and 2 only Primary School Infants Choir</td>
<td>Theatre</td>
<td>Tuesday 26th August</td>
<td>10.30am</td>
</tr>
<tr>
<td>Bathurst Public School Percussion (Drumming)</td>
<td>1</td>
<td>148–K-6 Primary Percussion Ensemble</td>
<td>Theatre</td>
<td>Tuesday 26th August</td>
<td>1.00pm</td>
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<tr>
<td>Bathurst Public School Senior Band</td>
<td>3</td>
<td>160 K-6 Primary Concert Band</td>
<td>Theatre</td>
<td>Wednesday 27th August</td>
<td>9.30am</td>
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<tr>
<td>Bathurst Public School Junior Band</td>
<td>6</td>
<td>161 K-6 Primary Concert Band (Up to 15 players)</td>
<td>Theatre</td>
<td>Wednesday 27th August</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Bathurst Public School Primary Choir</td>
<td>10</td>
<td>014 K-6 Primary School Choir</td>
<td>Theatre</td>
<td>Thursday 28th August</td>
<td>9.30am</td>
</tr>
<tr>
<td>Bathurst Public School Support Unit</td>
<td>3</td>
<td>153 – K-6 Special Needs Classes Performance Group</td>
<td>City Hall</td>
<td>Thursday 28th August</td>
<td>9.30am</td>
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<tr>
<td>Bathurst Public School Recorder Group</td>
<td>2</td>
<td>145 K-6 Primary Instrumental Ensemble (5–12 players)</td>
<td>City Hall</td>
<td>Friday 29th August</td>
<td>9.00am</td>
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<tr>
<td>Bathurst Public School Strings Group</td>
<td>1</td>
<td>154 K-6 Primary Orchestral String Ensemble (5 or more players)</td>
<td>City Hall</td>
<td>Friday 29th August</td>
<td>9.00am</td>
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<tr>
<td>Jazz Soloists</td>
<td>1</td>
<td>32 – 9 and 10 Popular or Jazz Accompanied Solo</td>
<td>Theatre</td>
<td>Friday 29th August</td>
<td>1.00pm</td>
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<tr>
<td>Jazz Soloists</td>
<td>7</td>
<td>32 – 9 and 10 Popular or Jazz Accompanied Solo</td>
<td>Theatre</td>
<td>Friday 29th August</td>
<td>1.00pm</td>
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<tr>
<td>Jazz Soloists</td>
<td>8</td>
<td>32 – 9 and 10 Popular or Jazz Accompanied Solo</td>
<td>Theatre</td>
<td>Friday 29th August</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Jazz Soloists</td>
<td>9</td>
<td>32 – 9 and 10 Popular or Jazz Accompanied Solo</td>
<td>Theatre</td>
<td>Friday 29th August</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Kindergarten Verse Speaking</td>
<td>2</td>
<td>245 – Kindergarten and under Verse Speaking Choirs</td>
<td>Theatre</td>
<td>Tuesday 2nd September</td>
<td>9.30am</td>
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<tr>
<td>Primary Verse Speaking</td>
<td>2</td>
<td>248 – Year 6 and under Verse Speaking Choirs</td>
<td>Theatre</td>
<td>Wednesday 3rd September</td>
<td>10.45am</td>
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<tr>
<td>Bathurst Public School Infants Dance Group</td>
<td>1</td>
<td>556 Infants Year 2 and Under - Public or Private School Dance Groups</td>
<td>Theatre</td>
<td>Wednesday 10th September</td>
<td>9.00am</td>
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<tr>
<td>Bathurst Public School Year 3 Dance Group</td>
<td>4</td>
<td>557 Primary Year 6 and Under - Public or Private School Dance Group</td>
<td>Theatre</td>
<td>Wednesday 10th September</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Bathurst Public School Year 4 and 5 Dance Group</td>
<td>11</td>
<td>557 Primary Year 6 and Under - Public or Private School Dance Group</td>
<td>Theatre</td>
<td>Wednesday 10th September</td>
<td>1.00pm</td>
</tr>
<tr>
<td>Bathurst Public School Year 6 Dance Group</td>
<td>16</td>
<td>557 Primary Year 6 and Under - Public or Private School Dance Group</td>
<td>Theatre</td>
<td>Wednesday 10th September</td>
<td>1.00pm</td>
</tr>
</tbody>
</table>
11) School Spectacular – our 12 School Spec children have now been selected. At the moment, a Pie Drive is operating with all proceeds being used to offset some of the costs involved with the School Spectacular experience.

12) Upcoming Term 3 Excursions:

- Year 1 and Year 2 Featherdale Excursion – will be held on Thursday 11th September - $43
- Stage 2 Sydney Excursion – Monday 15th September and Tuesday 16th September

<table>
<thead>
<tr>
<th>Fundraising overview for the year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Term 3</td>
</tr>
<tr>
<td>Book Week/Book Fair</td>
</tr>
<tr>
<td>Father's Day</td>
</tr>
</tbody>
</table>

**Term 3 Calendar 2014**

- Monday 18th August till Friday 22nd August – Book Week
- Wednesday 20th August – IEXPLORE
- Wednesday 20th August - Primary Assembly 2.10pm in the McMullen Hall 3/4F presenting work or an item
- Wednesday 20th August – P&C Meeting 7pm – All welcome
- Thursday 21st August – Book Parade and Book Fair
- Friday 22nd August - K-2 Assembly 2.10pm in the McMullen Hall – 2P Presenting work or an item
- Friday 29th August – Regional Athletics Trials in Dubbo
- Wednesday 3rd September - Primary Assembly 2.10pm in the McMullen Hall 5/6A presenting work or an item
- Friday 5th September - K-2 Assembly 2.10pm in the McMullen Hall – 1/2M Presenting work or an item
- Monday 15th September – Stage 2 Sydney Excursion
- Tuesday 16th September – Stage 2 Sydney Excursion
- Wednesday 17th September - Primary Assembly 2.10pm in the McMullen Hall 3/4RN presenting work or an item
- Friday 19th September - K-2 Assembly 2.10pm in the McMullen Hall – 2D Presenting work or an item
- Friday 19th September – Last day of Term 3 2014