



## **NOWRA HILL PUBLIC SCHOOL – P & C COMMITTEE**

### **MEETING MINUTES – TUESDAY 25<sup>TH</sup> JULY 2017**

The meeting was opened and chaired at 18:45 by Courtney Usher (President)

Attendance	Attendance	Apologies
Courtney Usher (Pres) Gordon Parrish (Principal) Karen Higham (Uniform) Melissa Salway (Tres) Jo-Ann Tiyce (Canteen)	Rebecca White (A.P) Libby Woods Jen Caruana	Katrina Muller Nicky Lovell (Sec) Kylie De Brett Lyndal Thomas (V.P)

#### **Previous Minutes:**

Previous minutes for June were accepted as a true and accurate record of proceedings:  
Accepted: Libby Woods. Seconded: Gordon Parrish

#### **Outstanding Business:**

- **SCHOOL TREE DAY**
- 'Landcare' are coming to the school tomorrow to spend some of their excess money on our school. They will be planting some citrus trees.
- **MINUTES ON WEBSITE**
- Gordon has spoken about this with the admin staff is under the impression that they have been added to the website now.
- Libby checked during the meeting and confirms that they have been added.
- **INSURANCE POLICY**
- P&C federation Insurance renewal is now due.
- Motion to pay the insurance policy carried by : Melissa Salway, Seconded by: Libby Woods, Verdict: Unanimous
- Karen has also that the cover amount to be increased to \$30,000 to cover the extra uniforms in stock and canteen upgrades. All agree
- Melissa is to pay within the month
- **PRINCIPALS REPORT**
- Gordon is meeting with council and defense in regards to the driveway and parking area at the entrance of the school.
- A new turning circle is planned to be done. The idea is to have the busses use the turning circle once it is sealed.
- NAIDOC
- Thursday and Friday this week the school will be celebrating NAIDOC week. Thursday will include doing things together and Friday will include a large assembly and community BBQ afterwards
- BOOKWEEK
- Week 5 is Book week and the school will celebrate by having a character parade, book fair and open day and BBQ. The book fair will be a donation of a book to the school with their name inside the cover as a thank you. This is an option only and parents will not be in any way forced to do so.
- SOUTHERN STARS
- The performance is coming along well.
- NESA
- The school is preparing for NESA (National Education Standards Authority), which is an external audit.
- Rebecca White has been taken off class this term to write procedures and implement policies at Nowra Hill.
- One has already been done
- Gordon requests that parents and the school community get behind this, and is looking forward to feedback.
- FEEDBACK
- Gordon has asked the P&C what we think the best way is to obtain feedback from the parents and school community. He notes that all ideas are to be brought to the P&C to discussed.
- His ideas are 1. Link via facebook

2. On the App
  3. Surveys
  4. Open Forum
  5. Working Group
  6. Written Submissions
- P&C committee (after some discussion) decided that the best way are surveys to be put out on the App and possibly website and Facebook in the future.
  - It was noted by Gordon that not all policies are negotiable, but where applicable and possible Gordon and or Rebecca will seek feedback
  - KINDERGARTEN ENROLLMENT
  - Gordon has asked that for a parent to volunteer to be on the committee of Kindy enrollment acceptance. Jo-Ann has kindly agreed to take this position with Libby as a back-up if Jo-Ann is unable.
  - **TREASURERS REPORT**
  - Opening balance : \$21,410.00
  - Closing Balance: \$16,135.00
  - **CANTEEN REPORT**
  - The canteen made approx. \$1500.00 for the month of May.
  - The Athletics carnival made approx. \$300 - \$400. The over stock from the carnival is to be used in the canteen on a week to week basis.
  - Jo-Ann is looking for new suppliers at the moment to add Banana Bread to the menu full time for roughly \$2.00 per slice
  - Canteen is to make a couple of spare sandwiches which are to be left in the staffroom fridge. Teachers are to give them to students who have forgotten their lunches
  - Left over fruit is also to be given to the teachers to be used on the same basis as the sandwiches.
  - **UNIFORMS**
  - Karen has been informed that the school jackets have been discontinued by the supplier. Karen has enough to get us through to the end of the year.
  - Karen has brought a picture with her tonight which has the new jacket she proposes for us to change to.
  - Price is to increase per jacket by roughly \$5.00 each.
  - Motion to change supplier carried by: Karen, Seconded by: Courtney
  - Gordon has asked for samples of beanies, scarves and gloves to be ordered by Karen and brought to the next meeting.
  - **150<sup>TH</sup>**
  - Phaedra has asked for a few helpers to come forward to assist with the day
  - All classes will begin learning about the 150<sup>th</sup> as part of their history lessons
  - There is a parent who has pointed out exactly where a time capsule was buried and another has been located by the school councilor, whose brother remembers another being planted near the playground area
  - **FUNDRAISING**
  - COLOUR RUN
  - Jo-Ann has asked Mr. Bagnall to set an obstacle course
  - Jo-Ann needs the invoice to be paid for the powder etc and a kitty of \$500.00 cash
  - Motion carried by Jo-Ann Tiyce, Seconded by: Hayley Smits
  - FATHERS DAY
  - Stall to be held on Thursday 31<sup>st</sup> August
  - CHRISTMAS RAFFLE
  - Katrina has informed the P&C that due to personal commitments she is unable to run the Christmas raffle this year. She has asked if there is another member or parent who is willing to take over for her
  - Lyndal Thomas has kindly offered to take over for this year.
  - PERFORMANCE NIGHT
  - Performances are to be performed at the 150<sup>th</sup> as entertainment
  - **OTHER**
  - Discussion as to whether a shipping container should be purchased as a means of storage for the P&C was had. It was decided that Karen would source a price and it would be discussed at the next meeting.

**Meeting closed:** 8:30pm

NEXT MEETING: MONDAY 14<sup>TH</sup> AUGUST 6:30 PM