

AGENDA FOR EL ARISH STATE SCHOOL P & C MEETING


TO BE HELD ON 26 APRIL 2019

Agenda Item	Discussion
1. Opening & Welcome	9:02AM
2. Attendance & Apologies	<p>Attendance: Danielle Larsen, Katrina Wilson, Felicity O’Kane, Denise Dixon, Chris Richards, Damian O’Kane, Tanya Martin</p> <p>Apologies: Sarah Lambe, Romina Tomasino-Ash</p>
3. Confirmation & Business Arising of Previous Minutes	<ul style="list-style-type: none"> - Jackets for camp: Want to get jackets as it will be very cold down south and need to easily identify students during travel. 2 quotes from Shirts North and PC Uniforms. Small difference in prices and fabric. PC Uniforms slightly more expensive and possibly too heavy for continued use at school in winter and Shirts North jacket design has velcro cuffs which could prove annoying with children playing with them. No one could agree on preference. All agreed to obtain new quote from Shirts North for jacket without Velcro sleeves. Danielle is to request quote. Ordered through CJ’s Sports that was cheaper and had faster delivery, and had the jackets we wanted WITHOUT the Velcro sleeve. To be sold at \$50 each. - Disco: 29th March. DJ booked out so Danielle will use own phone and make a playlist. Will be at the hall again; need to learn how to set up speaker system and find out about mirror ball. Theme to be Crazy Hair. Lucky door and other prizes: lolly jar, boy & girl pack of equal value. Done - P&C Conference: 9th and 10th September. Would be fantastic opportunity to upskill committee, connect with other Qld P&C’s and professionals, boost confidence; an incentive for parents to join P&C. Never been done before but no reason not to. P&C Qld states its a P&C expense so can be taken from budget. P&C Qld also part-fund limited number of registrations so could possibly have reduced price as well as 5% discount for 3 or more registered members. All agreed. Danielle to register Katrina, Felicity and herself. Sarah unable to attend. Have registered for conference. Danielle has registered for part-funding from P&C

	<p>Qld however this cannot be confirmed until June. Attendance is not definite either as it will depend on available funds because the BNO is only 10 days before the conference.</p> <ul style="list-style-type: none"> - Big Night Out: To be later in year. 31 August/Week 7 of Term 3 agreed to be best date based on weather, camp and other events happening in the area ie. Tully Show, Footy Carnival, Mill seasons, etc. Will be same weekend as Father's Day so ideas to have Father's Day stall/s at BNO. Theme undecided but ideas to base on dads or 'blokey' theme for Fathers Day? May ask school community for other suggestions. Date confirmed 17 August. Theme is "Around the World". - Mothers Day fundraising: Ordering items from supplier Bear & Moon to be sold at stall on 9th and 10th May. Times to be 9-9:30am for P-2 class and 9:30-10am for Yr3-6's. Items have been ordered and arrived. Katrina and Felicity to do up price tags. <p>Minutes from previous meeting proposed as true and correct by Danielle. Motion seconded by Katrina.</p>
<p>4. Incoming and Outgoing Correspondence</p>	<p>Incoming:</p> <ul style="list-style-type: none"> - School Fun Run: Fundraising info - Wonderfair Amusements: Rides for BNO x 3 - Rob Clarkson: P&C Help/Zoom Meeting - LED Signs: Signage Info - Larissa Waters: Greens Plan for Qld Schools - Kim Skinner @ NQ Radio: Fete Advertising - Minsiter of QED: Term 1 Summary letter - Margaret Leary: P&C Help x 2 - CBA: Deposit Book - CBA: Replacement Deposit Card - CBA: Cheque Account Statement - Director-General: Term 1 Summary letter <p>Outgoing:</p> <ul style="list-style-type: none"> - Chris Richards: Bunnings BBQ's - Jodie Cuttris: Printing - Sarah Lambe: Woolworth Statement - Andrew Wowor: Cashbook Help - Wonderfair Amusements: Rides for BNO x 2 - QLD Amusements: Rides for BNO - NQ Radio: Fete Advertising x 2 - Margaret Leary: P&C Help x 2
<p>5. President Report</p>	<p>N/A</p>
<p>6. Secretary Report</p>	<p>N/A</p>
<p>7. Treasurer's Report</p>	<p>PLEASE SEE FULL REPORT BELOW MINUTES</p>

	<p>Katrina moved a motion that the accounts as presented in the Treasurer’s Report and expenses amount of \$0.00 be paid, motion seconded by Felicity.</p>
<p>8. Principal’s Report</p>	<p>Cross Country Carnival – not yet prepared for Cross Country, so going to be last week of term when it’s cooler. Need to nominate students for Cassowary Coast Cross Country Carnival. Only student that really participates is Marcus Crockett. Ask other families if their children would like to participate and if they think their children will be capable.</p> <p>Teacher position – 7 applications, Chris gone through all. One person declined as they received employment elsewhere. Need to now pass on information to HR for interviews. Linda applied for leave for another 12 months. During her leave she must always give clear notice, but at the moment position still on offer to others. Chris to inform us of the successful candidate when confirmed.</p>
<p>9. General Business</p>	<ul style="list-style-type: none"> - Tuckshop: removing pasta cups and chicken wraps, adding crumbed steak & mash meal and gravy rolls. Costs to be \$6 each. All other items are to remain the same. Shopping to be done through Woolies only now. Homebaked goods to be done from home as a donation, not included in Tuckshop shopping. Also discussed sausage sizzle for Athletics Carnival, and having clear set time for lunch as people tend to come too early. Food for sale to be hotdogs (with or without cheese and onion), sausage on bread, homebaked goods and poppers. - Big Night Out: haven’t sent out sponsor letters yet as waiting for 4KZ radio to respond regarding advertising as it is free WITHOUT sponsor information; with sponsor info there is a fee. Have researched rides but are very expensive and relying on big sponsors to help cover cost. Rides through Wonderfair Amusements cost \$6790 for 3 rides. Rides n Slides for 3 rides \$3985. Both costs include delivery, staff and set up. Fireworks declined as too expensive, need different insurance and premium will increase greatly. Rides to be priced at \$5 per ride. To use ticket system again and have separate people selling tickets for each stall so that we know how much profit each staff makes eg. One person selling tickets for the BBQ, one for rides, bar etc. Need to start having BNO meetings to get things organised. First meeting to be next Thursday. To ask teachers for feedback and ideas as they are knowledgeable and their input is desired and considered valuable. - Election Day Stall: 18 May. To be at the school. Having a cake stall. Katrina is working a poll booth. Cakes tend to be more popular than sausage

	<p>sizzles. To ask families to donate baked goods for cake stall. Need to get a note out to families.</p> <ul style="list-style-type: none"> - Display Window: Have started using a display window to advertise P&C and what we do, introduce the committee as well as generate interest for potential members. To build up info over coming terms. - P&C Day: 28 May. Incorporates activities from students and a good way to advertise P&C to families and what it's about. Will need to collaborate and organise with students and teachers. - IGA & Woolworths Accounts: No longer going to be using IGA account as WW better, but don't want to close it as we don't want to lose their support. To keep bulk of shopping with WW and keep IGA account as emergency account.
10. Other Business	<ul style="list-style-type: none"> - Visit from Tully SHS Principal Tanya Martin: Tanya Martin sat in on our meeting to see how our P&C meetings are run as part of a Cluster school initiative. It was lovely to have her join us and hear her feedback and ideas on some topics, particularly shedding insight on TSHS P&C which was very helpful. She will forward contact information for their P&C committee as well as their next meeting.
11. Next Meeting Date	Tuesday 21 May 2019 @ 9am
12. Meeting Closed At	9:59am

El Arish State School 				
Return to Menu				
Bank Reconciliation Statement				
-				-
<u>As at</u>	<u>April 30, 2003</u>			-
-				-
<u>Balance as per Bank Statement:</u>			<u>CR</u>	<u>\$0.00</u>
<u>Plus: Deposits in cashbook not in Bank Statement:</u>				<u>\$156.10</u>
<u>Less Unpresented Cheques this period</u>		<u>Unpresented Cheques from previous periods</u>		
<u>Cheque No</u>	<u>Amount</u>	<u>Cheque No</u>	<u>Amount</u>	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-
-	<u>\$0.00</u>	-	-	-
-	<u>\$0.00</u>	-	-	-
-	<u>\$0.00</u>	-	-	-

<u>New Loan</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>Loan Repayments</u>	<u>\$0.00</u>	<u>\$0.00</u>
-	<u>\$0.00</u>	<u>\$0.00</u>	<u>MISC (refer below)</u>	<u>\$2,261.14</u>	<u>\$2,261.14</u>
-			-	-	-
<u>TOTAL</u>	<u>\$156.10</u>	<u>\$554.90</u>	<u>TOTALS</u>	<u>\$2,261.14</u>	<u>\$2,698.41</u>
-					-
-					-
<u>Treasurer:</u>	-				-
<u>Date:</u>	-				-
<u>President:</u>	-				-
<u>Date:</u>	-				-
-					-
-					-
-					-
-	-	-	-	-	-
-					-
-					-
<u>Summary - School Programs</u>			<u>Summary - Miscellaneous Payments</u>		
-			-		
<u>Details</u>	<u>April</u>	<u>YTD Amount</u>	<u>Details</u>	<u>April</u>	<u>YTD Amount</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
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-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
-	-	<u>\$0.00</u>	-	-	<u>\$0.00</u>
<u>Total</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>Total</u>	<u>\$0.00</u>	<u>\$0.00</u>
			<u>DOES NOT BALANCE</u>		
-	-	-	-	-	-
<u>El Arish State School</u>					
-					-
<u>TRADING ACCOUNT - TUCKSHOP</u>					
<u>April</u>					
<u>2019</u>					
-					-
-					-
-	-	-	-	-	-
-	-	-	-	-	<u>% of turnover</u>
<u>SALES YTD</u>				<u>\$469.90</u>	-
-					-
<u>Less cost of goods sold</u>					-
-					-
<u>Purchases Paid YTD (T/shop Direct)</u>			<u>\$437.27</u>		-
-					-
<u>Purchases unpaid (total of invoices on hand)</u>			<u>\$0.00</u>		-

-			-		-
<u>Opening Stock value at start of year</u>			<u>\$60.00</u>		-
-			-		-
-			<u>\$497.27</u>		-
-					-
-					-
<u>Less value of closing stock</u>			<u>\$0.00</u>		-
-				<u>\$497.27</u>	-
-					-
<u>GROSS PROFIT YTD</u>				<u>-\$27.37</u>	<u>-5.8%</u>
-					-
-					-
-					-
-					-
-					-
<u>Less operating expenses</u>					-
-					-
<u>Wages YTD</u>			<u>\$0.00</u>		-
<u>Indirect Costs YTD</u>			<u>\$0.00</u>		-
<u>Unpaid Operating costs (eg employee super, tax)</u>			<u>\$0.00</u>		-
-				<u>\$0.00</u>	-
-					-
<u>NET PROFIT YTD</u>				<u>-\$27.37</u>	<u>-5.8%</u>
-					-
-					-
-					-
-					-
-	-	-	-	-	-