

# AGENDA FOR EL ARISH STATE SCHOOL P & C AGM MEETING TO BE HELD ON 12 MARCH 2019

Agenda Item	Discussion
1. Opening & Welcome	3:42PM
2. Attendance & Apologies	<p><b>Attendance:</b> Danielle Larsen, Felicity O’Kane, Chris Richards, Sarah Lambe and Katrina Wilson</p> <p><b>Apologies:</b> Denise Dixon and Romina Tomasino-Ash</p>
3. Confirmation & Business Arising of Previous Minutes	<p><b>Gift ideas for:</b></p> <ul style="list-style-type: none"> <li>- Mrs Brescansin because she is leaving. Chocolates?</li> <li>- Yr 6 Leavers. Pens? – try at Vista Print or Officeworks. <b>Not allowed to buy gifts due to P&amp;C Constitution</b></li> </ul> <p><b>Fundraising BBQ for Sydney/Canberra tour –</b> Woolworths Mission Beach will allow once a month at the front of the store. Rosters to be done up so that all parents contribute and help out. Have a BBQ box ready with all tools needed for BBQ. <b>All done and underway. Dates are set for 23 Feb, 30 March, 27 April and 11 May 2019. Danielle Larsen and Rex Martin volunteered for first BBQ and raised \$205 to be split and put toward camp fees.</b></p> <p><b>Presentation Night –</b> Just need someone to cook/help cook the BBQ. We will ask husbands. <b>Danielle and Felicity’s partners cooked BBQ with Rex Martin.</b></p> <p>Moved to be true and correct by Katrina. Carried by Felicity.</p>
4. Incoming and Outgoing Correspondence	<p><b>Incoming:</b> <u>JAN/FEB Received</u></p> <ul style="list-style-type: none"> <li>- Business Transaction Account CBA Statement</li> <li>- 2019 Canteen YEr Planner, order info and survey</li> <li>- Cheque Account Bearing Interest Statement</li> <li>- Woolworths temporary rewards card</li> <li>- Tully Sugar Ltd letter regarding sponsorships</li> <li>- Woolworths tax invoice &amp; receipt \$216.95</li> <li>- Woolworths tax invoice &amp; receipt \$7.50</li> <li>- P&amp;C Qld Affiliation Renewal of Insurance for Period 1.3.19 – 1.3.20 \$755.54</li> <li>- Marsh Advantage Insurance Renewal info</li> <li>- AA Taylors Tree-logging – Tree condition report: <b>(tied up with Townsville reparations. To be completed approximately end Term 2)</b></li> </ul>

	<ul style="list-style-type: none"> <li>- Shirts North Quote for Jackets - Kids sizes \$42.45ea / Adult sizes \$44.14 (minimum order 30) (email)</li> <li>- Bunnings Innisfail BBQ Fundraiser (email)</li> <li>- Coding Kids – Robocup Jnr 2019 (email)</li> <li>- Talking Tuckshop Brochure</li> <li>- Einstein Events Fundraising Info (email)</li> <li>- Valentines Day gifts brochure</li> </ul> <p><u>MAR</u></p> <ul style="list-style-type: none"> <li>- Rob Clarkson – response to enquiry for visit</li> <li>- P&amp;C Qld – 2019 P&amp;C of the Year info (email)</li> <li>- Woolworths Customer Statement \$276.82 (email)</li> <li>- PC Uniforms Jackets quote - \$52.69ea (Qty 15-34) or \$48.29ea (Qty 35+) (email)</li> </ul> <p><b>Outgoing:</b></p> <p><u>JAN/FEB</u></p> <ul style="list-style-type: none"> <li>- PC Uniforms Jacket Quote request (email)</li> <li>- Shirts North Jacket Quote (email)</li> <li>- Bunnings Innisfail BBQ Fundraising (email)</li> </ul> <p><u>MAR</u></p> <ul style="list-style-type: none"> <li>- Rob Clarkson Visit enquiry</li> </ul>
5. President Report	N/A
6. Secretary Report	N/A
7. Treasurer’s Report	<p><b>Treasurers Report for March 2019</b></p> <p><u>Income</u></p> <p><b>Bank Interest</b> - \$0.00  <b>Uniform Sales</b> - \$149.50 (2018) \$893.00 (2019)  <b>Tuckshop</b> - \$344.30 (\$88.5, \$87.50, \$72.40, \$96.10)  <b>BBQ Fundraiser for Camp</b> - \$205.00 (deposited into separate Camp Account)</p> <p><b>TOTAL INCOME: <u>\$1386.80</u></b></p> <p><u>Expenditure</u></p> <p><b>Teitzels Supa IGA</b> - \$59.30  <b>KLP Taxation</b> - \$495.00  <b>Marsh Insurance (P&amp;C’s Qld)</b> - \$755.54</p> <p><b>TOTAL EXPENDITURE: <u>\$1309.84</u></b></p> <p>The current balance of the P&amp;C Account is <b>\$9501.74</b> in CBA cheque account.</p> <p><u>Accounts Requiring Payment</u></p> <p><b>Woolworths Ltd Account</b> - \$276.82</p>

	<p><b>TOTAL DUE FOR PAYMENT: <u>\$276.82</u></b></p> <p>Danielle moved a motion that the accounts as presented in the Treasurer’s Report and expenses amount of <b>\$276.82</b> be paid, motion seconded by Katrina.</p>
<p>8. Principal’s Report</p>	<p><b>3 main priorities this year –</b></p> <ul style="list-style-type: none"> <li>- Maths Curriculum</li> <li>- Reading</li> <li>- Upskilling teachers</li> </ul> <p><b>John Fleming professional development</b> for Cluster School participants hosted by EASS on 11 March. Focus this year on helping Meg and Rob in particular to upskill. GOAL: To get best out of students.</p> <p><b>Budget</b> - Smaller budget due to loss of students. Less teachers and less hours for Jodie and teacher aides. Miss Deb reduced hours, dropping Thursdays. Going to continue upskilling. Portion of budget obligated to be allocated to Groundskeeping, wifi infrastructure, etc. Loss of money for teacher replacement, purchasing (Reading Eggs, Mathletics, etc) means school can’t afford to purchase many resources so money to be allocated to upskilling teachers. Greatest resources are teachers and aides.</p> <p><b>Linda Brescansin on leave</b> - Meg currently only employed for 6 months. Position to be re-advertised (Opening tonight, closing 2 weeks). Meg to re-apply and hopefully will be re-employed by Dept which will lead to her sponsorship and staying until the end of the year.</p>
<p>9. General Business</p>	<ul style="list-style-type: none"> <li>- <b>Jackets for camp:</b> 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 in 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 so all agreed to obtain new quote from Shirts North for jacket without Velcro sleeves. Danielle is to request quote.</li> <li>- <b>Disco:</b> 29<sup>th</sup> 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 &amp; girl pack of equal value.</li> <li>- <b>P&amp;C Conference:</b> 9th and 10th September. Would be fantastic opportunity to upskill committee,</li> </ul>

	<p>connect with other Qld P&amp;C's and professionals, boost confidence; an incentive for parents to join P&amp;C. Never been done before but no reason not to. P&amp;C Qld states its a P&amp;C expense so can be taken from budget. P&amp;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.</p> <ul style="list-style-type: none"> <li>- <b>Big Night Out:</b> 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.</li> <li>- <b>Mothers Day fundraising:</b> Ordering items from supplier Bear &amp; Moon to be sold at stall on 9<sup>th</sup> and 10<sup>th</sup> May. Times to be 9-9:30am for P-2 class and 9:30-10am for Yr3-6's.</li> </ul>
10. Other Business	N/A
11. Next Meeting Date	7 May 2019 @ 9:15am
12. Meeting Closed At	4:50pm