



Terrigal Public School Parents and Citizens Association

General Meeting Minutes

Date: Monday 11th February 2019

Time: 7pm

Venue: Staff Room

Welcome new members and observers	
Attendance	<p>Michael Burgess, Tracey McKeown, Melissa McKay, Nicole Hilder, Ari King, Lois Mantell, Jo Way, Trish Payne</p> <p>Megan Ulbright, Samara Scully, Lisa Bannerman, Briony Cameron, Kate Roberts, Nikki Smith, Rebecca Wallace, Vicki Pope, Lyn Loveland, Jeannette Buys, Melanie Pitcher, Tonia Barclay, Bec Wallace, Julieanne Black, Priya Thomas</p>
Apologies	Candice McCartney, Sally Carr, Simone Edge, Junna Massey, Amber Cameron,
New financial members	<p>Nicole Hilder, Ari King, Lois Mantell, Jo Way, Trish Payne</p> <p>Megan Ulbright, Samara Scully, Lisa Bannerman, Briony Cameron, Kate Roberts, Nikki Smith, Rebecca Wallace, Lyn Loveland, Jeannette Buys, Melanie Pitcher, Tonia Barclay Bec Wallace, Julie-anne Black, Vicki Pope, David Pope</p>
Visitors	
Acceptance of previous minutes 3rd Dec 2018	<p>Proposed by Ari King</p> <p>Seconded by Jo Way</p>
Business Carried Forward	
Treasurer's report presented by Ari King	<p>High Interest Acc \$85,000</p> <p>Everyday Acc \$24500</p> <p>Canteen Bank acc \$ 20300</p> <p>Sales this f/night approx. \$3000</p> <p>Uniform Shop</p> <p>We are close to having our suppliers and stock rectified, and we have had approx. \$9000 in sales since school started back.</p> <p>Donation received from</p> <p>Community Audit Service - \$250.00</p> <p>See Attached reports</p>
Regional P&C report	The next meeting is TBA
Principal's report By Michael Burgess	<ul style="list-style-type: none"> • Building works have re-commenced and have been ongoing since 5th Jan. Some noise at commencement of school year due to heavy digging and underground works. Noise has been monitored and protective ear covers purchased for canteen staff. Completion scheduled for late 2019 with monthly updates provided to school committee. • Toilets near the hall have been refurbished during the holidays.

	<ul style="list-style-type: none"> • 830 students / 34 classes for 2019 • Current staffing 2 new teachers Mrs Tosh & Ms Jankovic. Ms Formby is on leave for the year. • School is participating in War on Waste this term to reduce waste and improve environmental practises within the school. • Safety at Ena St has been raised again as parents struggle to find parking in the afternoons. Council needs to be contacted about completing footpath, kerb and guttering on top corner of Ena St, very dangerous in the afternoons. • Mr Burgess has been successful in being appointed as Treasurer for the CCC P&C Council. He will have an increase in meetings away from the school. Benefits include more regional contacts and additional \$4000 towards the school. • Footpath outside learning & support is currently awaiting approval, Mr Burgess hopes to have it completed before the TFFF. • OOSH extension plans have been provided for discussion. The extension will see current 95 places increase to accommodate 105 with OOSH meeting new requirements for sqs per child. Plans would utilise current playground space that is quite unusable because of the slope. Members did discuss concern about access and safety with the current school building commencing. If OOSH could commence after the completion of main building that would be supported. Dept of education would review the lease with a likely increase in rent once building completed.
<p>Canteen Subcommittee report by Lyn Loveland</p>	<p>We have passed the Healthy Canteen Strategy – 81% of the school menu is now everyday food. The Strategy does not take effect in 2020 but along with many schools we have worked hard to ensure we are compliant now. Well Done Mandy & Lyn</p> <p>MYOB – Some of the canteen accounts are now on MYOB. Thks to Ari King and Lyn Loveland who have spent additional hours to learn and manage the change in systems.</p> <p>Mandy currently working 3 days 7 new volunteers – more needed Soft plastic recycling, a few kind parents have been collecting the soft plastic and recycling it on behalf of the canteen.</p> <p>Freezer Streets have contacted Lyn about repossessing their freezer as we no longer stock any items. They could not indicate when they would be collecting it. Lyn has asked to purchase a new freezer using the \$750voucher we receive last year from a catering company and additional \$850. Members approved \$850 for a new freezer <i>1st Kate Roberts</i> <i>2nd Ari King</i></p>
<p>Uniform Shop report presented by Nic Hilder</p>	<p>Girls Grey Shorts have arrived, Size 4 – 16, \$35 Each Available instore and on flexi-schools Some try on samples have been placed in the school office.</p> <p>Polos and Hats are now UPF 50+</p> <p>We still have an outstanding invoice from Double Eagle Design Re: winter tunics value \$4000. We are considering our options and have</p>

	<p>sought some legal advice, due to faulty seams.</p> <p>We would ideally like some additional volunteers to help in the uniform shop and hopefully come up with a roster as to provide a quality and consistent service as P&C Executive are attending every week at the moment, which is unsustainable going forward.</p> <p>Screen-printing is currently available (Jan Taylor) and we are looking at our options in relation to restricting the usage of the school emblem /logo as we cannot guarantee the products or service.</p> <p>We have also installed locks to the cupboard for additional security for the stock. (Thks Jason Hilder for installing them)</p>
<p>Masterplan committee report</p>	<p>Next meeting we will review and discuss the top priorities for the next 12mths. Some options include</p> <ul style="list-style-type: none"> • Oval • Top Oval (Staged) • Front Entrance • Old Canteen • Top Entrance
<p>Events Committee</p>	<p>Mother's Day Stall - Friday 10th May</p> <p>Traditionally Mother's Day Stalls have been labour/volunteer intensive with children donating a gift then purchasing a gift. This has required 2 to 3 days of sorting, wrapping, selling gifts. With hurdles being</p> <ul style="list-style-type: none"> • P&C needing to purchase additional gifts • Huge time required to sort & wrap (Waste/rubbish) • Children buying multiple gifts • Children losing or forgetting monies • Reduction and limit of volunteers <p>It was discussed that now the school is at a significant size, access and building works restricting the mezzanine. We consider trialling an alternative option where the P&C purchases gifts 2 to 3 different gifts in each category \$2, \$5 & \$10 and parents pre-pay on flexi schools. It was agreed to trial for Mother's Day & Father's Day for 2019 and re-assess for 2020.</p> <p><i>1st – Vicki Pope</i> <i>2nd – Kate Roberts</i></p> <p>Election Day BBQ & Cake Stall Saturday 23rd March 2019</p> <p>It was discussed the opportunity to have a BBQ & Cake stall at the school on Election Day. Members agreed to go ahead. We will need significant numbers of volunteer helpers on the day.</p>
<p>TFFF- Briony Cameron 14th September 2019</p>	<p>TFFF planning has commenced and Briony will provide updates at each P&C Mtg.</p>
<p>Agenda Items</p>	<p>Walking School Bus (WSB) – Priya Thomas</p> <p>Priya had attended the meeting but needed to leave before she was able to present her agenda item. Mr Burgess kindly briefed the group on the WSB concept and how it could benefit the school. The P&C members were positive towards the initiative and felt it was a good way</p>

	<p>to reduce traffic congestion, support healthy lifestyle options and build a strong community but would require a small test group initially and dedicated and reliable volunteers on a regular basis to support the initiative.</p> <p>Mr Burgess would request Priya to provide her presentation and would encourage further development of some policies and guidelines to support the initiative eg (Supervision, wet weather, illness etc) Priya has forwarded her proposal in writing.</p>
General Business	
Correspondence	Creative Kids Program - \$100 voucher for approved activities from NSW Govt
	CCC P&C – Cyber Awareness Forum Thursday 28 th March 6:40pm – 9pm @ Mingara
	P&C Federation Conference 1 st & 2 nd March in Parramatta, great events and exhibits.
Action Items	Purchase Mother's Day gifts
	Organise Election Day BBQ and Cake Stall
	Co-ordinate volunteer rosters
Meeting closed at 9pm	
	Next meeting Monday 18 th March 2019 (AGM). 7pm Staff Room.