

Beverley District High School P&C

Meeting Minutes

Tuesday, 10th April, 2018
6-30pm – 9pm

Type of Meeting: General Meeting

Meeting Chair: Bruce Kilpatrick

Attendees: Bruce Kilpatrick, Mari Tita, Carissa Shaw, Aliesha Murray, Kristy Parker, Tim Elsegood, Jacinta Murray, John Hawke

Apologies: Wendy Moore, Maryka de Beer, Jodi Bell

I. Opening of Meeting- Meeting Opened at 6-37pm

II. Approval of minutes from last meeting

Minutes of 20th March meeting accepted with one amendment (K-PP Committee Cleanskin Wine Fundraiser endorsed by *Deputy* Principal.

Moved: John Hawke

Seconded: Jacinta Murray

Business Arising from minutes:

- Narelle Bailey has expressed interest in assisting with Musical Quiz Night Fundraiser
- Mari and Maryka organized raffle for Open Day which raised approximately \$200.
- Maryka and Mari will be part of the Canteen Committee.

III. Correspondence In- As per correspondence book. Carissa will further investigate Mango Fundraiser.

IV. Correspondence Out

- Letter of Authority to Principal
- Thankyou cards and invitations to Nature Playground Contributors (jointly with school)

V. Treasurer's Report

Not available for this meeting

Tim and Bruce have both enquired to WACSSO re- Tidy HQ software- this is free.

Bruce will organize some training if we decide to proceed with this and encouraged all members to look at this on the WACSSO website.

VI. Principal's Report

- Congratulations and thankyou to the P&C for its vision and work on the Nature Playground project and it's successful opening at the school open day last week. Thanks to the P&C for manning a stall on Thursday, providing afternoon teas, and showcasing their involvement to the school.
- Canteen. Over the last year, the learning support students have assisted with the Canteen orders on Wednesday and Friday mornings. This will be unable to continue from Term 2, 2018, as there will not be a student cohort in Room 10 on Friday morning, or the staffing to supervise. We would like to continue to assist in any capacity that will assist in a transition to the new coordinator and roster system.
- Upcoming events- NAPLAN testing, cross county (Wk 2) and winter carnival (Wk 7).
- Grounds Committee: John Hawke is the P&C Representative. Decision to focus on Kindy entrance to school and input from K-PP Committee is appreciated. Parent assistance may be called on for discrete jobs as the project progresses. School projects may include involvement with community groups and class initiatives, including the nature playground.

VII. Sub-Committee Reports

a) Canteen

Mari/Maryka to touch base with Tegan before the next meeting. Need to confirm that the Term 2 menu has been set and who is currently doing the canteen ordering.

What has happened to the Canteen Roster? Mari and Maryka to coordinate and liaise with the school. Start with parent's who volunteered on Class Representative sheet and aim for 2 classes to run for 2 weeks each.

Tegan will run Canteen for Term 2. We will advertise in newsletter and blarney for a Canteen Manager again but need to make a decision regarding the future of the canteen at the next meeting. If we are unable to appoint a canteen manager, the canteen will not be able to continue in its current form. Bruce will approach local businesses to gauge interest in outsourcing for discussion at the next meeting. Unsure whether menu needs to be approved by School Canteen Association if we pursue outsourcing the canteen.

b) Uniform Shop

Kristy and Jodi to do stock take on last Friday of Term 1.

Kristy and Jodi will catch up with Kerry-Anne over the holidays in regards to ongoing liaison with online supplier.

Hats needs to be ordered.

Uniforms that are invoiced to CPFS are to be given to Marie Carroll.

c) K-PP Committee

Will do a hot dog day on a Wednesday in Term 2.

Cleanskin Wine Fundraiser will run in Term 3- ?Tasting at Musical Quiz Night

VIII. New Business

a) Re-Cap of Involvement in School Open Day

Tents worked really well.

Raffles raised approximately \$200. Thanks to Mari and Maryka for organizing.

b) Fundraising for 2018

Musical Quiz Night- Saturday, 28th July. Bruce will liaise with Narelle Bailey.

Cake Stall/Wood Raffle- Saturday 26th May. Carissa will book Street Stall with Shire. Carissa and Jacinta to coordinate cakes and Bruce will arrange wood. Tim will organize a float and a \$50 note raffle. Aliesha will arrange for wood raffle tickets to be sent out in Week 1, Term 2 and advertise for donations in newsletter. Wood Raffle tickets to also be available at Cross Country.

P&C requested that Aliesha approach the teachers for a wishlist so that fundraising efforts could be 'focused'.

Shrek Musical Night- P&C to further discuss at next meeting- ?Candy Bar, Popcorn, Supper, Raffle, Drinks.

c) P&C Class Representatives- Liesh will follow these up.

d) P&C Noticeboard at School- Carissa will coordinate. Aim is to raise the profile of P&C activities to parents in the school, to promote involvement. Will use notice board near Year 1 Classroom, with a smaller poster in the Office. Information to be included: Meeting dates, upcoming events, Uniform Shop, Canteen News, KPP events. Key Contacts, Big Ticket Golal for fundraising.

e) Cash Flow Manager Software for P&C Financials- Jacinta will assist Tim with financials using Cash Flow manager in the interim until a decision is made on financial software moving forward.

IX. Adjournment- Meeting closed at 8-35pm.

Next meeting TUESDAY 15th May, at 6-30pm.