

# ***Beverley District High School P&C***

## ***Meeting Minutes***

Tuesday, 15<sup>th</sup> May, 2018  
6-30pm – 8-30pm

Type of Meeting: General Meeting

Meeting Chair: Bruce Kilpatrick

Attendees: Jodi Bell, Maryka de Beer, Jihn Hawke, Bruce Kilpatrick, Carissa Shaw, Wendy Moore, Aliesha Murray, Jacinta Murray, Mari Tita, Lisa Blanch

Apologies: Tim Elsegood, Kristy Parker

### **I. Opening of Meeting at 6-35pm**

### **II. Approval of minutes from last meeting**

Moved: John Hawke

Seconded: Carissa Shaw

Business Arising from minutes:

- Thankyou Cards to Open Day Raffle Donors (IGA and Beverley Pharmacy) required- Carissa will organize
- Uniform Shop Stocktake has been completed
- 2018 Mango fundraiser has closed. Will consider for 2019.
- Bruce gauged interest from local businesses regarding outsourcing canteen if P&C decide to go this way- Beverley Country Kitchen and Beverley Bakery both indicated interest. Red Vault not approached as they were not open.

### **III. Correspondence In- As per correspondence book**

### **IV. Correspondence Out- Meeting minutes, meeting reminder, school newsletter notice**

### **V. Treasurer's Report- See attached**

### **VI. Principal's Report**

- Thankyou to P&C for assistance with the running of the faction cross country.
- Naplan testing began this week. Online for the first time and going well.

- Phone call received from York DHS P&C enquiring about process for establishing Beverley DHS Nature Playground. They will be visiting on 24/5/18 to look at the playground and were impressed with the timeframe that the project was achieved in.
- Regional Director highlighted that P&C involvement in annual school survey is welcome.
- Focus 2018 mentioned a commitment from the Education Department to support options for before and after school care on site.
- Wendy is taking leave on Friday's during Term Term. Narelle Bailey is covering Aliesha in the Deputy Principal role on these days.

## VII. Sub-Committee Reports

### a) Canteen

- Shirley Wallace (teacher) approached by local church group- ladies interested in running the canteen. Maryka, Mari and Aliesha met with Jo Rose. Jo Rose indicated interested in running the canteen for the P&C. They have some funding to run breakfast club however Wendy indicated that due to large percentage of children arriving by school bus, there was not the time to run a breakfast club before school, however, possibility to run as a 'brunch club' during recess. Jo Rose is interested in supplying children with nutritious food at school, and as such, would want to 'home cook' all canteen food. Would potentially cook food on Tuesday and open the canteen on Wednesday. A WWC would be required for any volunteers. Jo Rose indicated some concern regarding the 'Traffic Light' system that school canteens are required to run by.
- Mari and Maryka also indicated that they would no longer be able to continue as the Canteen Subcommittee Reps from June, due to work commitments. This is a role that we will need to fill.
- Plan to move forward- Mari to contact Jo Rose to set up a meeting between them, Principal and P&C President and Secretary, to discuss whether this group will be able to fulfill the school requirements for a canteen. Mari to ask Jo to bring suggested menu and recipes to submit to School Canteen Association.
- Carissa was also contact by Ray Kessener, who indicated interest in assisting with the school canteen. She will contact him to advise of current situation and keep him informed.

### b) Uniform Shop

- Stocktake completed. Heaps of uniforms
- Jodie and Kristy haven't been able to meet up with Kerry-Anne yet re- moving to online supplier.
- Aliesha indicated that we should be able to access our school emblem and supply to new supplier from our old supplier.

### c) K-PP Committee

- Plan to run Hot Dog fundraiser on Wednesday, 13<sup>th</sup> June
- Meeting tomorrow afternoon

## VIII. New Business

### a) Fundraising for 2018

Principal spoke with staff and were keen to see a grounds focus. Discussed current Grounds Committee focus of Kindy Entrance, and Nature Playground end of school. P&C discussed and happy to contribute to grounds projects that directly benefit the children- Ground Markings, Playground bits for K/PP end of school and an area for the high school students.

### b) Wood Raffle (to be drawn at Cake Stall)

Tickets were sent home with children and are arriving back.

Bruce arranging chopping of wood and will deliver after the raffle is drawn at the cake stall.

### c) Cake Stall- 26<sup>th</sup> May

Will start at 8-30 and finish by 12. Carissa will do roster and circulate. Jacinta will do a \$50 note raffle chart. Tim to organize float. Carissa and Jacinta will price items.

### d) Lime Cordial Fundraising Opportunity

To be coordinated by Sarah Aynsley. P&C will make \$36 per carton sold. We will purchase 2 cartons to sell as individual bottles (\$6 each) at cake stall.

### e) P&C Class Representatives- Have these been finalized?

Has not been effective. Aliesha will continue to work on this and consider options.

### f) P&C Noticeboard at School

Carissa will progress.

### g) Cash Flow Manager Software for P&C Financials

Still able to access Cash Flow Manager so have been continuing to use this.

### h) Music Quiz Night

Date set for 28<sup>th</sup> July. Start at 6-30. Carissa will book the Town Hall.

Bruce has approached Narelle Bailey who will coordinate the quiz.

All ages event- Children Year 5 and up can have a table. Creche in Lesser Hall for younger children with a movie. Wendy and Maryka happy to help with this.

\$10 adults., \$5 kids.

Bruce will organize the bar licence and stock and a host for the evening.

Liesh happy to advertise on Facebook.



Carissa will liaise with Narelle for a poster for the June Blarney.

Need to identify 'key people' to organize tables.

Possibility for K-PP Committee Wine Tastings on the night.

i) Next Meetings

5<sup>th</sup> June (Week 6)

26<sup>th</sup> June (Week 9)

j) Other Business

Jacinta raised the Pool Meeting with the group and advised that the survey was still open for feedback.

Maryka discussed other fundraising opportunities such as School Years Photo Frames, Car Boot Garage Sale. The committee will keep these ideas in mind but will stick to '1 event' per school year.

WACSSO Conference- Wendy indicated interest in attending with a P&C Member, however the date is the Beverley Show Weekend.

Jacinta raised the opportunity of fundraising with Entertainment Books. Committee happy to go ahead- Jacinta will organize the set up and we will promote this once this is done.

IX. Adjournment at 8-15pm.

Next Meeting: Tuesday, 5<sup>th</sup> June at 6-30pm/

## Beverley District High School P&amp;C Association

## Treasurers Report

For the period ended 15 May 2018

## Reconciled Bank Balances as at 15 May 2018

		Bal @ 1/1/18	Movement
Main Account	6,325.44	12,703.44	-6,378
Cash on Hand	0	0	0
Canteen Account	7,481.03	7,081.58	399.45
KPP Account	1,231.75	800.75	431
Investment Account	15,517.28	15,509.5	7.78
	30,555.5	36,095.27	-5,539.77

	Main	Canteen	KPP	Invest	TOTAL	YTD
<b>Receipts</b>						
Donations	114				114	114
Uniforms	3,526				3,526	3,526
Fundraising	20		431		451	451
Canteen		2,147.35			2,147.35	2,147.35
Memberships	42				42	42
Grant Monies					0	0
transfers in					0	0
Nature Playground Grants					0	0
Interest				7.78	7.78	7.78
	3,702	2,147.35	431	7.78	6,288.13	6,288.13

## Payments

Admin					0	0
Capital					0	0
Canteen costs		1,747.9			1,747.9	1,747.9
canteen Wages					0	0
Canteen Super					0	0
christmas					0	0
Uniforms	5,196.18				5,196.18	5,196.18
Fundraising					0	0
Wishlists					0	0
disco					0	0
Storm Water					0	0
Nature Playground	4,883.82				4,883.82	4,883.82
transfers out					0	0
Insurance					0	0
	10,080	1,747.9	0	0	11,827.9	11,827.9

Net Transfers 0 0

NET -6,378 399.45 431 7.78 -5,539.77 -5,539.77

Investment Account Entitlement			
	as at 1/1/18	Movement	15/5/18
Canteen	14,128.2	0	14,128.2
Main	-118.7	7.78	-110.92
KPP	1,500		1,500
	15,509.5	7.78	15,517.28

Nature Playground Project			
Grant Monies Received		2,700	
Fundraising Last Year (less KPP)		6,427.89	
Clearing sale fundraiser		802	9,929.89
Payments made to project			7,923.32
Net funds in ANZ Chq attributable to Project			2,006.57