

**THORNLEIGH WEST PUBLIC SCHOOL  
MINUTES P&C MEETING  
17<sup>th</sup> March, 2009**

**Meeting Opened:** 8.10pm

**Present:** As per attendance sheet

**Apologies:** Bronwyn Meyer

**Correspondence:**

**Minutes of last meeting:** Accepted by Nadia Mahon, Seconded Jane Shields

**BUSINESS ARISING FROM PREVIOUS MINUTES**

*Update on pedestrian refuge and carpark safety:* Cars must stop at the new Children's Crossing. Janice will publish a reminder of this in the next Wednesday Weekly. Phillip has talked with Hornsby Council and the Police who have sent rangers and police to check on car park and pedestrian safety. They will come back each month. Parking on bush verges is illegal.

*Bank account signatories:* Uniform shop: Suzi Knowles, Tracey Hewitt. Helen Foster; Canteen: Suzi Knowles, Tracey Chessari, Tammy Drew.

*Telephone book update:* 52 pages at present, space for 7 ads available. 420 copies will be printed. Janda has raised \$990 in advertising and another \$600 in products.

*Uniform shop convener/Pre-loved clothing department:* Tracey Hewitt has kindly volunteered to take on these roles.

*Canteen Manager:* After advertising and interview process, Susannah Knowles was offered the position and has been in the position for the last 2.5 weeks.

**REPORTS**

**PRINCIPAL'S REPORT – Tabled by Phillip Wills**

The school has tabled its Annual Financial Statement for the year ended 30<sup>th</sup> November, 2008.

Swimming Carnival – positives were that the students were able to sit in the shade and that all children were actively involved in the events. It was a very safe event and ran efficiently with no discipline issues. Negatives included a lack of atmosphere and not enough time allocated which meant relays had to be dropped. Next year will try to ensure there is enough time to include all races. What to do next year? – Suggestions included letting years 5&6 go (they are the most reluctant to be involved), siblings go and watch (prefer not unless they go under the supervision of their parents), perhaps have wrist bands next year?

**School Maintenance**

- Primary Schools for the 21<sup>st</sup> Century – includes replacing portable or unsuitable buildings in schools - looking to replace 4A/ASC building at cost of \$350,000, although building is not unsafe.
- National School Pride – see applications made in tabled report. Work needs to be done quickly. Current applications total \$275,000.

- TAFE support program – Tony Murphy from TAFE Shop Fitting course provides work and workers at cost. They will be providing quotes for the Staffroom kitchen and pigeonholes, a staffroom computer table, computer mini-lab fit-out in the library and the canteen refurbishment (approx. \$15,000).
- Current work includes replacement of carpets in 5C, 3L, 6W; spot painting of Blocks E, D, G, H; minor carpentry; and paths and walkways in Kindy and Year11 area and Hall.

Photo Day – year 6, 3Y and prefect photos will be done again.

Parent Teacher meeting notes will be distributed tomorrow. Time allocations will be done on a first in, first served basis.

NAPLAN tests for Years 3&5 will be in week 3 of Term 2. The results of these tests provide data to compare our performance against other state schools.

### **PRESIDENT'S REPORT – Janice Khoo**

School Global Funding allocation for Semester 1 is \$85,820.

North Sydney Regional Council P&C meeting will be held on 30<sup>th</sup> March 2009. Janice and John Khoo are the nominated delegates to attend.

### **TREASURER'S REPORT – Tammy Drew**

\$17, 846 is in the Term Deposit account. The 2009 budget has been roughly set with the Yuletide Dinner to be added. The Spring Fair is expected to earn about \$30,000. The water bottle fundraiser suggested by Suzi also needs to be factored into the budget as a sub account of the Spring Fair. The Canteen may need more funds allocated for its refurbishment depending on whether it is catered for in the BER funding. \$15,000 has been asked for. The Uniform refurbishment is now expected to cost more than the budgeted \$1000. This will give us a \$10,000 deficit for the year, resulting in a balance of \$35,000 at the end of the year. This is due to the one off expense for the Band's new instruments this year. Janda noted that interest in the Hot Cross Bun drive is significantly down on last year.

Phillip said that all teachers have now been trained on Interactive White Boards (IWBs) and that 7 would be the ideal minimum number for the school's needs. Tammy asked whether need all White Boards and whether some of the funds allocation could be directed towards air conditioning for instance? We are currently progressing with the purchase of 2 IWBs which will cost about \$7000 each installed. The P&C may only be able to afford 2 of these and perhaps can get the others through BER funding.

### **UNIFORM REPORT – Susannah Knowles**

Welcome to Tracey Hewitt who is the new Uniform Shop Convener. Tracey is also helping with the pre-loved clothing department. Catherine Kirkpatrick has also joined the Uniform Shop Committee.

Finances are in a "steady" position. Orders have been placed for winter. Suzi has put a notice about credits that parents need to bank as soon as possible before the Uniform Shop changes its computer system.

There will be a sale of pre-loved clothing on Friday 20<sup>th</sup> March at 3pm.

The quote for new cupboards in the shop came to \$6000 which is considerably higher than first expected. Is it possible to get TAFE to do the job? Having cupboards will enable stock to be put away and stop spoiling, theft and improve neatness.

## **CANTEEN REPORT – Susannah Knowles**

Suzi is working on a revamp of the canteen's menu, working hard to put more green light foods on it and providing incentives for the children to eat more fruit, vegetables and salad. A survey will be published in the WW with an entry form for children to come up with a new name for the canteen. In addition there will be "loyalty" forms for children to get stamped each time they have fruit and vegetables through the canteen. One of these is an Apple Slinky Drive in which children will get a sticker each time they have an apple slinky and when their card is filled they will get a lucky dip. Each time a child orders a meal with 3 or more salad items they will also get a sticker. Suzi is looking at new options for Specials e.g. Sushi is very popular. A Canteen survey is also going to be in W. Suzi is very interested to hear from the school community about what they want!

The canteen is working together with TAFE to design a new layout for the canteen which will be more hygienic and efficient. Quote from TAFE is about \$15,000 without any structural changes. The Canteen may need more funds allocated for its refurbishment from the P&C budget depending on whether it is catered for in the government funding. \$15,000 has been asked for.

Canteen sub-committee rules draft has been passed to Tracey Chessari to be considered by the canteen committee at their next meeting.

## **CATERING – Michelle Wood**

Volunteer numbers are up 25% on last year with 40 in 2009.

## **FUNDRAISING**

### **General - Janda Tanner**

The school telephone book has 37 advertisements. Hot Cross Bun Drive – only 64 orders so far this year compared with 216 last year. Mufti Day – approx. \$1300 profit. Entertainment Books – will be distributed tomorrow. Yuletide Dinner – will go ahead with an energetic committee of 12 people. They will need another 20 tablecloths for the dinner. LJ Hooker Thornleigh now has a marquee which we can borrow. Easter Bonnets – with buddy classes. School calendar too busy to fit this in for 2009, will try for next year.

### **Spring Fair – Julie Birrell/Jenny Young**

All stalls have been allocated. Stall information and budgets will be distributed at next meeting in week 2 of Term 2.

### **BAND – Bronwyn Meyer**

A budget for new instrument purchase is being developed. There are some behavioural issues with the Training and Senior Bands which are being sorted out with the students and their parents.

### **MDFDGG – Dana Logiudice**

Gifts for Mother's Day are arriving and being wrapped.

## **AGENDA ITEMS**

P&C Association Information Booklet – each committee needs to update their section to be incorporated in the 2009 version which will be uploaded onto the school website when finalised.

Suzi Knowles put forward an idea to raise funds using water bottles which would also advertise the Spring Fair.

A letter re: carpark safety was received outlining concerns about children walking across the Oakleigh carpark to get to school rather than using the paths around the edge. This is particularly bad in wet weather when the path near Oakleigh Oval gets muddy. This issue is outside the school's responsibility. The P&C will write to council requesting paving for this area. Mr Wills said this has been done before and has elicited no response. Unfortunately a "pickup and drop-off" zone is not possible as this land does not belong to the school and teacher supervision would be unavailable.

### **GENERAL BUSINESS**

School Swim Scheme – is there any reason we got to Hornsby Pool? Yes, this is the closest one which is allocated to the School Swim Scheme by the DET.

**Meeting closed:** 9.35pm

**Next Meeting:** Tuesday 11<sup>th</sup> May, 2009