Meeting commenced: 7:00pm

1. **Attendees:**
   Vian Richardson, Sue McCartney, Kerryn Morrison, Sean Kendall, Melanie Clark, Michael Kiely, Diane Harland, David Jones, Peter Benten, Becky Keft-Martiniello, Gillian Lyons, Patricia Davis and Robert Cusack (Principal).

2. **Apologies:**
   Jill Bell, Elizabeth Schott, Kimberley Morris

3. **Confirmation of previous minutes:**
   Previous minutes approved and confirmed by Sue McCartney seconded by Gillian Lyons.

4. **Business Arising:**
   a. **Signage around the school**
      Sign post arms are at the school painted. Letter is still to be added

   b. **Recycle bins**
      We are waiting on a quote from Remondis.

   c. **Dollarmite Accounts with Commonwealth Bank**
      Note has still not gone out to parents yet, it was sent through to office. Robert will chase up and arrange to have it sent out.

   d. **School disco**
      Thank you to all parents who assisted on the night. Special thanks to Kate Darby who provided the red carpet, ropes and fancy table clothes which helped to set the scene for the night. Although intended as a community social event, not a fundraiser, we did make a profit of $883.75.

      What we trialled this year that we should do next year:
      - Having the students walk the carpet and have their photos taken as they arrived was a great initiative, not only as a memento of the night, but also provided a barrier to allow room for the students to enter and leave the hall.
      - Moving the sign-out sheet to under the walkway also provided more space in the area.
      - Printing the photos on the weekend and allowing the students to pick the photos up the next week gave them a chance to look at all the photos before they went on the website.

      Lessons learnt for next year:
      - Put the sausages on a bit earlier, and provide 2 sausages each for all students in stage 3.
      - Will have the fruit kebabs again next year, but will buy less fruit and purchase plates for the students to put their food on

   e. **Stage Three camp reward**
      On Tuesday 16 September the Ice cream sundae buffet was provided as a reward for students who had the cleanest room over camp. The students enjoyed the event. We did not use everything on the night, so the extras will be gifted to the Year 6 farewell for their dessert.
f. **Bunnings BBQ – 7 December 2014**

We have replied to Bunnings to confirm our acceptance and sent through a copy of our public liability insurance.

5. **General Business:**
   a. **End of school year**

   End of year certificates for parents leaving the school – Sue has spoken to Mrs Bond to get the list of parents who are finishing at the school and have either been members of the P&C or assisted with P&C events during their time at the school. Kerryn will send the certificate template from last year to Trish who will produce the certificates and arrange the Thank you cards.

   Thank you gift for canteen volunteers – it was decided that the P&C will give the volunteers a Gloria Jeans gift voucher to thank them for their support during the year. Kerryn will purchase the vouchers.

   End of Year gifts for Administration staff – Kerryn will arrange the gift for the School’s Administration staff and Trish will arrange the cards.

   The P&C trophy recipient – the award recipient is being decided. The school will purchase and engrave the trophy with the other school trophies and the P&C will reimburse the costs

   b. **Department of Sport and Recreation grant**

   The P&C received an email advising of a grant for improving sporting facilities. Melanie Clark reviewed the documentation, P&C’s were not entitled to apply.

   c. **Garage Sale Trail**

   The Garage Sale Trail is an event where individuals or organisations hold a garage sale at their home or venue all on the same day. You register your sale online and people can visit the site and plot a path to the garage sales they wish to attend. It was a suggestion that the P&C may be able to have a garage sale at the school, put on a BBQ and cake stall, possibly allowing school families to have their own stall at the school for a small fee. Due to the postponement of the P&C meeting, we will not have enough time to arrange for this year, however it may be something to look into if the date is after the school fete.

   d. **Catering for School Meeting**

   Lindsay Park school is hosting the Principals Conference. The dates have been confirmed as 30 October and 6 November. The P&C was offered the opportunity to provide the morning and afternoon tea for the two days, with a donation of $100 to be given to the P&C. Carol Kendall has volunteered to coordinate and the members at the meeting volunteered to provide cakes, slices or biscuits each day.

   e. **Eco-schools**

   Postponed to next month.

   f. **Concrete path leading to the back of the school**

A question was asked as to the ownership of the land from the back gate to the bridge and whether the path could be made wider. The school owns the land in the strip between the back fence and the creek. The school has been making enquiries to council as to where the boundary is between the school land and the council grounds. The school will get a quote for widening the path and will have it completed by the end of the year. The cost will be paid for out of the school maintenance budget.
g. **Fundraising for iPads**
A question was asked if iPads could be purchased for the school for use by students during class. Mr Cusack and Mr Williams have been looking into digital technology for the school, starting with installing wi-fi across the school.

The school needs to look at the various devices available, what applications are available and how would the school use them, whether bring your own device is an option, security concerns – such as turning off cameras and application security, the maintenance plan – as the devices are often not supported by the department’s technology section, as well as developing a technology plan and policies. Once the plan and policies are drafted they will be provided to the P&C for feedback.

h. **Year 6 Graduation**
Question was asked about the planning for the Year 6 Graduation. A note had gone out to Year 6 parents about the first meeting to plan the event.

i. **Spell-a-thon winners prize**
The prize will be given to the winning class later in the term. The class will be watching How to Train Your Dragon 2. A snack bar will also be provided. Students who raised over $100 will also be invited to participate.

Discussion was held on whether there should be exclusions to participants at the event, ie students who did not participate in the fundraising or who are currently under disciplinary action. The prize was announced of being for the class who raised the most, regardless of who contributed to the total. This reward is not related to their behaviour at school, it would be up to the class teacher to decide if someone should not participate, not a blanket rule.

j. **Hang-Time permission note**
A question was asked about the waiver form attached to the note for the Stage 2 Party day at Hang-Time and why the parents are completing the form when they will not be present at the event. This is different to when the children attend birthday parties and the hosting parents sign the waiver for the whole party. Mr Jones will contact Hang-Time to get clarification on the waiver form. There was also a question as to why the parent’s date of birth was required.

Update: Mr Jones contacted Hang-Time, the waiver form is to advise of the risks involved in the activity and that parents are aware of the risk. The teachers are still responsible for the children at the event. The note should be completed in the parent’s name. The date of birth is required to show the parent is over 18 years old.

k. **Kindergarten Orientation**
The parent’s meeting for Kindergarten Orientation will be on Monday 3rd November. The P&C will provide the refreshments. An email will be sent to the P&C mailing list to ask for donations of cakes, slices, biscuits, etc to be brought on the day.

There are currently 60 children enrolled for next year’s Kindergarten, 37 are siblings to students already at the school. There are approximately 20 new families to the school.
A note will be provided to Robert to go into the Introduction pack for the new parents to join the P&C mailing list.

1. Language lessons in the school curriculum
A representative of the school community who attended the school plan meeting, suggested language lessons as part of the school curriculum.

There are a number of teachers in the school who do speak a second language and do teach their classes. There is advantages in teaching students other languages, the language itself is not important, but the learning of the language helps to build neural pathways in the brain which makes learning any language easier.

m. Art Exhibition for Students
To be discussed at the next meeting. A suggestion was made to run a project with a group of students next year who will produce art, produce an art exhibition at the school and open it for parents and the community to visit.

6. Correspondence In:
- Emails for agenda items, bank statements, Activity Statements, P&C Magazine, email from the Department of Sport and Recreation re: Grant, Activated group email re: Gymnastics program, NSW P&C Association election reminder.

7. Correspondence Out:
- Minutes, agenda, thank you email and Skoolbag notice to disco helpers

8. Principal's Report:
Report attached.

9. Treasurer’s Report:
Report attached. Cashbook balance as at 13/10/14 of $7,467.04.

10. Canteen Committee Report:
Report attached. Bank Balance - $18,252.94

11. Auxiliary Report:
- Only 4 people were present at the October meeting so formal minutes were not taken.
- There was brief discussion on Spellathon ‘wrap-up’. Kerryn will contact Warehouse One-7 and Kidzwish and invite them to the assembly on 23/10 to present the organisations with their cheques ($1300 each). The ‘Treat afternoon’ for the winning class (3/4J) and students who raised over $100 each is being arranged for Thursday 13th November.
- Discussed the proposed twilight movie evening but this would be costly due to the type of screen required for daylight viewing. Will consider this again perhaps early Term 2 next year.
- Will consider a Friday morning family breakfast at school this term, with the focus being gathering together not fundraising.
12. Uniform Committee Report:

Report attached. Bank Balance at 10/10/14 - $1326.00.

Meeting Closed 8.45pm
Next meeting scheduled for Tuesday 11th November 2014 @ 7pm in the library.