



# TIGHES HILL PUBLIC SCHOOL P&C ASSOCIATION

## MINUTES

14<sup>th</sup> October 2013

1. **Attendance:** Tony Selwood, Mary Crump, Sarah Nash, Anita Watts, Katelijn Hullagie, Kaylene Hanwright, Ali Raine, Samantha Rutherford, Tai Bawden, Kristen Tola, Monique Cooper, Tess Lieberman, Kristy Crooks, Michael Badier, Shannon Whyte, Dearnna Spoljaric, Ashley Sneddon, Mal Hebblewhite, Naomi Isaacs,  
Apologies: Natalie Thomas, Glynn Thomas, Kristy Wakefield, Elena , Ingrid Moon,
2. **Confirmation of minutes of previous meeting** -confirmed Tai Bawden, Seconded Kristen Tola.
3. **Principal's Report**- attached  
**ACTION:** Kindergarten Orientation 12<sup>th</sup> November- Tai Bawden and Sarah Nash volunteered speak to new parents
4. **President's Report**- attached  
a/Winner of last P and C raffle (spring clean) would like some help with computer. Naomi and Katelijn may be able to help.  
**ACTION-** Sarah will follow up.  
b/Carols 5 Dec 2013. School staff will organise and run the BBQ as they did last year.  
c/AGM 11<sup>th</sup> November. Members need to be financial members to vote.  
d/ Role of P&C - background materials provided.  
**ACTION- Members to review materials for discussion around role of P&C at December meeting. May work up a 'mission statement' so there is clarity.**
5. **Actions arising**  
a/Toilet roll dispensers are being replaced. Soap will be ordered.  
b/ Council fees for use of local parks- has always been council policy but council are now collecting revenue.  
d/ After school activities- Art classes likely to run week 5 to week 10 from 3.30pm till 4.45 pm. Day still to be finalised. Katelijn will follow up on days artist is available and get back to Sarah. Will need a parent to volunteer to assist.



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**ACTION- Sarah will put art class expression of interest in next newsletter.**

e/ Cheque for insurance needs to be reissued.

**ACTION- Anita and Sarah will liaise regarding reissuing of cheque for insurance.**

f/ Mayfield East Public School Fete will be advertised in next school newsletter

g/ Playground - replacement parts for new playground have not been ordered yet.

Discussion regarding possibility of parents building a playground that complies with standards that Katelijn has found.

**ACTION- Tai will follow up with Playground equipment suppliers regarding plans for new playground up to \$30,000**

**ACTION- Monique will follow up regarding replacement parts for existing playground.**

**ACTION- Sarah will put advertisement in next newsletter regarding expressions of interest for parents to build playground**

h/ P and C playgroup will run next year on Thursdays.

**ACTION- Sarah will advertise P and C playgroup in next newsletter**

### 6. Finance- report tabled

Upcoming costs- books for presentation day and Year 6 farewell

**ACTION- Agreement to fund hardcover books for prize giving**

### 7. P and C Initiatives

#### a/ Canteen Committee

i/ Meetings now occur at 5.30 pm on same day as P and C meetings

ii/ Nicole Lingard has put together a new procedural manual and a new ordering system.

Thanks Nicole!

iii/ "Moosies" will be replaced by "Jucies". We are moving towards a healthier canteen.

Agreement from P and C members that this is fantastic.

iv/ There is a nutritionist who is interested in coming to talk to parents about nutrition

**ACTION- Advertisement will go into next newsletter regarding expressions of interest in attending a parent evening with nutritionist.**

#### b/ Fundraising Committee

i/ Car wash scheduled Saturday 9<sup>th</sup> November 8 am till 12 midday. Suggestions made for signage on main roads.

**ACTION- Sarah will put in next newsletter to advertise event and ask for volunteers and organise risk assessment.**

#### c/ Garden and sustainability Committee

-1/2 E Worm tea- sold out and raised \$50.

### 8. General Business

a/ Discussion regarding a better method of sorting through grant emails.



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Naomi would like to be on list of those who are forwarded emails.

b/ Discussion regarding use of P and C email contact list.

**ACTION-Sarah will follow up whether P and C federation has a document regarding appropriate email use that we can use.**

**ACTION- P and C minutes will no longer be emailed to group. There will still be a reminder email regarding the next meeting.**

**ACTION- School will put notification on school app that P and C minutes are available.**

**Meeting Close 7.25 pm**

**Next meeting:** November 11th 2013 (Annual General Meeting)