



P&C MEETING
WEDNESDAY 3 APRIL 2019
HALLS HEAD PRIMARY SCHOOL
ROOM 10
GENERAL MEETING MINUTES

Halls Head Primary School
P&C Association
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Attendees: Peter Beckingham, Louise Clark, Claudia Archer, Carrie Salter, Emma Walls, Kylee Leota, Erin Johnson and Christina

Apologies: Travis Hutchinson, Colin Archer, Stuart Ball, Amy Hutchinson, Nikki Hogan and Laticia Jennis

1. Meeting opened at 8:51am

2. Minutes

Confirmation of minutes of the previous P&C General Meeting, held 13 February 2019.

Motion - **First: Erin Johnson** **Second: Louise Clark**

The only change to the minutes is that Erin Johnson is also now the secretary. Laticia Jennis is now the Treasurer.

Motion - **First: Louise Clark** **Second: Kylee Leota**

3. Business Arising

Astronomy Night

- The night was a hit it all went well.
- Money raised to be confirmed
- Carrie spent a total of \$68.00 and the rest was donated
- Thank you to the Spud Shed who donated the lot.

- **Agenda item for next meeting.**

Easter

- All the notes and tickets are all done for the raffle and will be going out today.
- The P & C to update in the Newsletter.
- P&C will donate 1 bunny to each year for the school councillors to use as a raffle prize for the kids that participate in the parade.
- Peter to check if the Kindy kids that don't come on Thursdays are allowed to join in in the parade.
- Kindy kids Easter egg hunt will be held on the Wednesday and Thursday and the budget is \$50

Mother's Day

- All the notes are done. Steve has approved the Newsletter but will still need to discuss. Carrie to order form the Mother's day pink book.
- Plants – already potted \$3 each.
- \$2000 for the Mother's Day budget

Motion - **First: Kylee Leota** **Second: Louise Clark**

- Carries friend makes jewellery. Will need to check if will be a donation or we will but it from her. Notes will be going out the 1st week back.
- 5kg box coming this week or next. Will be saving it for the Sports Carnival.
- Laticia will ask for more donations

Motions – **All motioned.**

Fun Run

- No Colour run for 2019 and planning will be for Term 1 2020.

Lapathon will be held by the school in Term 2, 2019.

4. Correspondence

Mail In

- WACSSO Newsletter
- Bendigo Bank Statement
- WACSSO Training – Coastal Lakes Primary School.

Mail Out

- Change of Registration Details - ABR
- Bank Change over
- Astronomy Note
- Donation Request to Spudshed, Bunnings, Coles, Kmart, Pandora, Aldi,

5. Reports

Principals Report

See Attached

Committee Reports

The P & C will be paying the Audit Review, and the receipt from Jacks Bakery form 2018.

Treasurer Report

See attached

Fundraising events planned for 2019

Individual Fundraising Event	Approved Budget	Debits	Credits	Event Profit/Loss
Easter Raffle	\$50			
Uniform Sales	NA			
Mother's Day	\$2000			
Sausage Sizzle TBD	-			
Lapathon – Term 2	-			
Father's Day – Term 3	-			
Sports Carnival – Term 3	-			
Disco – TBD	-			
Parents Night – TBD	-			
Colour Run – Term 1 - 2020	-			

Budgeted expenditure:

GRIP Leadership	\$1000
Mother's Day Stall	\$2000
Reading Eggs	\$5000
Astronomy night	\$300
Yr6 Camp	\$500

Uniform Report

- No receipt needed to be given and Erin to keep the tally going on the uniform stocktake.
- There will be new uniforms from July 2019.
- Need to notify parents of the new uniform and the 2 year change over time period.

6. General Business

- Managing conflict training will be held on 10 April 2019 – 5pm to 8pm. Carrie going to attend.
- Will be closing all email addresses and will just have one set up that we all can share.

Motion - **First: Louise Clark** **Second: Kylee Leota**

- Claudia advised that Bendigo Bank rang and all the new detail to the banking is set up

Wish list for the school is currently -

- 30 White Boards – Small ones
- The little shop for Ms Calabrese’s class - \$469

Something and Signs from the Colour Run money from last year hasn’t happened yet.????

WASSCO – Louise confirm the constitution requirements to provide quotes 7 days prior to P&C expending funds.

- **Action: Louise to look into.**

Discussion relating to the best way to effectively donate to the school without unnecessary “hoop” jumping while still adhering to the constitution.

WASSCO P & C training invite from Falcon Primary.

- **Action: Louise to look into.**

Need to see Kym to use the new logo in the notes.

7. Next P & C Meeting the 15 May 2019