Condobolin Public School
P & C Association
General Meeting Minutes 11th August 2015

Meeting opened: 7:05pm

Present: Joe Kiss, Deb Manwaring, Abby Grimshaw, Deb Nay, Natalie McDonald, Jasmine Venables, Donna Whitney

Apologies: Margaret Baxter, Jenny Kiss, Cecilia Whippy

Previous minutes: Have been read and are correct
Moved: Natalie McDonald
Seconded: Deb Manwaring

Business arising from previous meeting:
The hats have arrived. How has the canteen menu been going since it has been changed – good.

Correspondence in:
Condo Bakery
Inland Distributors
Foodservice Central
Chamens Supa IGA
Telstra
Foodworks
Condo Newsagency
CBA Bank statements
CBA review Term Deposit
ATO Group Certificates
Condo Meats
ATO – instalment
Royal Far West donation letter
ASCA
Healthy Kids Association
Parents & Citizens
Correspondence out:
Hostplus – Cecilia Superannuation
MTAA – Jasmine Superannuation
ATO – Instalment Activity Statement

Canteen Reports:
Expo on the 1st of September do we want to send Jasmine – yes.
Slushie machine Rep came around – they have now changed the recipe it is
more pear based. Everyone decided against it.

Principal’s Report:
NAPLAN letters/results are supposed to be here Monday.

Since our last meeting we have held our school athletics carnival. This was an extremely
positive and successful day. Our thanks go to the parents that assisted, and especially those
that helped out at the canteen when there was a need to get lunches out. Sixteen children
placed 1st, 2nd or 3rd at the Lachlan Zone carnival. There is a small number that won’t go to
the Regional Athletics trials on 28 August, but the majority will be going.

As there was a clash of dates between State Athletics and the Stage 2 excursion, a letter
went home to parents of students participating in the excursion to see if there was any
reason that we could not move the excursion forward by a week. Students that go to the
Regional Athletics need to be available to participate at the State Athletics or face a twelve
month ban on representing in any PSSA sport.

We have been involved in a local netball competition with St Joseph’s at the end of last term.
Our three teams were victorious on the day and had a wonderful time. As long as there are
staff in both schools willing to be involved, this event may be held again next year.

Our school has undertaken a review of the current Student Welfare Policy. It has needed to
reflect processes in our school, while meeting the requirements of the Department of
Education. We have tried to keep our policy as succinct as possible, while ensuring that it
addresses PBL, expectations, consequences, recognition of positive behaviours and anti-
bullying. A copy of the policy is available this evening for parents to look at and discuss.

School photos are to be taken on Tuesday, 25 August. Envelopes have been sent home and
family photo envelopes are available from the office.

Our staff underwent annual training for CPR yesterday afternoon. This training is a
requirement for all teachers taking students away on overnight excursions or activities
around water. This year we needed to demonstrate our ability to provide CPR on an adult
and infant mannequin. In addition to this, our staff must have undertaken Emergency Care
every three years and Anaphylaxis training every two years. I have requested follow-up training in the care of asthma to occur before the end of the year.

We will be holding our Staff Development Day on the Friday of the show, 28 August. This is done to reduce absenteeism when entry for students is free on this day. Staff from our school will be joined by some staff from the high school and another agency in town for training in Non-violent Crisis Intervention. This training is done every few years at our school to ensure that staff are kept current with strategies to deal with some issues if they arise. This training is offered across the state.

We have discussed the refurbishment of the multipurpose courts previously. The requirements of the Department have changed, and I am needing to provide a briefing to the Director, NSW Public Schools for the Lachlan group of schools, and Asset Management before approval can be given by the Executive Director and the Director of Asset Management. This process may slow down the process. While I have started the briefing, we are still waiting on a quote and there is another form to be sent through for completion before the approval process can proceed.

I was hoping that we would be able to see work completed in the next break. Before this work can be done, there is a need to hold a working bee to clear some spoon drains and prepare and paint retaining and rebound walls. It would also be best to have the new back boards and hoops installed prior to the resurfacing of the courts.

The Department of Education has recently issued a new process for Community Use of School Facilities. Part of this process requires a risk assessment to be undertaken, and the completion of Child Protection Declarations for Child Related Activities.

Our Variety Concert is to be held in the last week of term as part of our Education Week celebrations. Notes about costumes should have been or are soon to be provided to parents so that there is time to organise any items that cannot be sourced in town. Some parents are sensibly accessing items from Op Shops to reduce costs, particularly for clothing that may only be worn for the concert.

Deborah Nay

**Treasurers Report: July accounts**

**General account**

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<th>Description</th>
<th>Amount</th>
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<tr>
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<tr>
<td>Expenditure</td>
<td>$</td>
</tr>
<tr>
<td>NET</td>
<td>$7,937.41</td>
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Canteen account
Balance b/f (31/7) $9,735.48
Income $19,233.45
Expenditure $10,824.54

Checked to see if Chris Nagle Electrical account is ok to pay and we are going to have a red day on 27th August - Thursday before the Show.

Moved: Deb Manwaring
Seconded: Jasmine Venables

Fundraising Report: Father’s Day merchandise has been ordered and organised. Friday 4th September.

General business:
*Will we donate to Royal Far West – already done.
*P & C Insurance is due – regular membership is due approx. $700
Healthy Canteen could be approx. $400
Debbie to compare the two options.
Motion: That Deb Manwaring to compare insurance premiums and pick the best option for us.
Seconded: Natalie McDonald

*Need to order Library bags.
*Look into getting new jackets as we have several where the zipper has come off.
*Sports shirt – the students have commented that it is hot.
*Next two years to have a look at the uniform.
*Bunnings Sausage Sizzle fundraiser to be looked at again for fundraising
*Can we do a Pie Drive but Donna says it is classed as a red item so it is to be looked into.
*Jasmine has had trouble getting her wage cheque cashed and wanted to see if we could do it electronically done.

Motion: That any two of the P & C Executives are able to do the electronic banking for wages and accounts.
Moved: Natalie McDonald
Seconded: Jasmine Venables

*Deb Manwaring has a few concerns about the canteen
- Work agreement not being signed by either Jasmine or Cecilia
- Not making enough profit
- To work with Jasmine in the canteen to bring it into line
- Concerned for the canteen
- Do we close it for one day?
- Do we look at the wages and hours – 9 to 12?
- Close a couple of days at recess

**Motion:** That we hold a Pie Drive for the Canteen as a form of fundraising.
Moved: Jasmine Venables
Seconded: Donna Whitney

**Next meeting:** 10th September

**Meeting closed:** 8:56pm