

Yarrowarra Public School P&C Association

General Meeting

Monday 16 February 2009

Attendees:

Jason Ezzy	Susan Heiler
Gayle Sloggett	Bronwen Batty
Julian Sanderson	Patty-Anne Westlake
Nathan Dowd	Andrew Melrose
Helen Hall	Jason Meakins
Jason Nelson	Nicky Wills
Scott Wynter	Sharon Brown
Robert Wooley	Phill Stanton

Apologies:

Sheree Franco
Briony Nilan

Meeting Opened - 7.40pm

Previous

Meeting Minutes Proposed: Julian Sanderson
Seconded: Sharon Brown

There were no actions from previous minutes.

Correspondence in

- Student Injury Insurance Reminder - premium due.
 - Letter from Paul McLeay's office dated 4/2/09 addressed to Helen Hall.
 - Yarrowarra Activity Centre - Workers compensation/student injury.
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Treasurer's Report

- Student Injury Insurance**
- Helen advised the Student Injury Insurance is due for renewal in Term 1. As per previous years, the P & C pay the premium and collect per child from parents. Premium is \$4.85 x 160 students = \$776.00. In past years not all families refund the P & C. No previous claims to date.
 - YPS parents are referred to the Student Injury Insurance provider's website for the full Product Disclosure Statement and further information about the product they are paying for. A reference is made in the P & C's note/request to parents for reimbursement of this premium.
- Audit of Accounts**
- Jim Melrose, accountant, (grandparent of current students) has offered again this year to audit the Treasurer's 2008 P & C accounts.
- Voluntary Fund**
- The P & C need to vote on requested voluntary payment from YPS families in T2.
 - Jason Ezzy will find out what other schools request.
 - Gayle Sloggett mentioned our request is higher than the school she currently teaches at.
 - Last year 57% of YPS families contributed to the Voluntary Fund.
 - It was discussed the Voluntary payment could be put on a School Account for parents and either paid in full or over period of time at families convenience. It is to be made clear that the Voluntary Fund is driven by the P & C however, the school will invoice. Lynne Falvey will do the receipting.
 - The school bank accounts are now with Westpac and the school can now offer the facility of EFT payments for parent's accounts.
 - It was decided the Voluntary payment remain the same as 2008 i.e. \$40 one child, \$60 for family.
 - The P & C will draft a letter to YPS parents.
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**Letter from
Paul McLeay**

- Invitation to meet with Paul McLeay and Nathan Rees at Sutherland United Services Club on Tuesday 17 February at 5.30pm.
- During discussion Jason Ezzy referred to article in the Leader that YPS would be receiving a toilet upgrade. Previous Principals, Mrs Causley and Mr Carter had requested this some time ago. To date, the school has received no notification of this upgrade. Consideration in the past has been given to doorway access being built through brickwork, however this would be costly. The recent stimulus package announced by the Federal Governments includes funds for each school to have a new building. Paul McLeay and Nathan Rees invitation to YPS may be one of the outcomes of the package.

**Bank account
signatories**

- This date/time clashes with YPS teacher/parent information evening. Julian Sanderson will try to attend on behalf of the P & C . Jason Ezzy will discuss with Julian Sanderson school “wish list” items to put forward to the State Government for support.
- The P&C voted for Scott Wynter, Helen Hall and Robert Wooley to be the 2009 signatories on P&C accounts. Previously, school teachers have also been signatories to P&C accounts. It is Jason Ezzy’s preference that the P&C signatories are P&C parents only. This ensures the school is separate from the P&C whereby everything is above board and no blurred lines of activity.
- The authorisation process can be done by telephone.
- A 2nd signature is required for petty cash cheques for the Activity Centre to purchase groceries/items. The Activity Centre now draws one petty cash cheque per term.

Activity Centre

- There will be a Government wage increase on 1/3/09 which is likely to be implemented.
- The centre is fully staffed.
- A rate increase for parents may be likely during 2009 based on staff salary increase.
- Building and computer repairs are planned for the Activity Centre which appear affordable.

Canteen

- Natasha Everett has committed to the canteen for 2009.
- As stated earlier, Natasha is studying and unable to attend P&C meetings. Helen Hall will be liaison between Canteen and P&C. The P&C are happy for Helen to have the Canteen liaison role.
- Natasha always welcomes parent helpers to the canteen.

The Treasurer's Report was adopted by the P&C. Recommendation to maintain insurance cover as is.

Principal's Report

Introduction of P & C meeting Hot Topic

- The introduction of a hot topic for our P & C meetings.
- The topic will be an area of interest and informative for parents.
- The P & C may attract new attendees to meetings.
- The topics will be selected each meeting under General Business.

Hot Topic - Kinder Orientation

- In 2008 YPS ran 3 day's for School Transition whereby 2009 students were introduced to their buddies.
- With the proposed 2009 school strike a later start date was proposed for 2009 kindergarten children.
- YPS was then selected to offer the "Best Start Program" to 2009 kindergarten children. It was then decided to postpone school enrolment even if strike was cancelled. This allowed staff time to implement the program.
- Each child received a one hour detailed teacher/child assessment. During this time the Principal spoke with parents of the new families.
- After the assessment children could have easily been allocated to their groups based on stage. This process usually takes teachers 4 weeks. The feedback on the assessment has been very positive.

**School
Community**

- 28 enrolments, Mrs Harris & Miss Norval are the Kindergarten teachers for 2009.
- At school commencement for new kindergartens, Mrs Harris & Miss Norval had the children altogether for the first week. This was to observe how they interact in a social setting. At the end of this week 2 classes of 14 were selected.
- Kindergarten classrooms will also be receiving new furniture.
- The Kindergarten children have settled in well with school routines and it has been a smooth transition.
- Other classes are all below 30 children, approx. 28 in each class.
- We really want to promote the community feeling of the school. As a small school all the children look out for each other, the parents get on well.

Enrolments

- A welcome BBQ was put by the P & C last week for our new families. It was a very positive night and enjoyed by all.
- 158 were enrolled at end of 2008 for 2009.
- On the first day 2 new students (whose parents had viewed the school late last year) enrolled. 160 students was the number required for the Principal to maintain this role without the added responsibilities of Library & RFF. We still remain a Category 5 school but are not on review.
- If enrolments can go above 160 we will be on review and possibly reclassified up to Category 4 whereby another Assistant Principal appointed.
- We currently have 21 students in Year 6 so hopefully we will cover this number with Kindergarten enrolments for 2010. However, the current Year 5 is a larger class (est. 30) and we need to ensure 2011 enrolments can cover this group when they leave for high school. It is important we continue to build our enrolments as we further promote the school.

Teaching Staff

- Mrs Morriss advised on return to school her husband had received an appointment in Paris for 3 ½ months mid year. The 3-4 class would then require another teacher to cover Mrs Morriss during mid-year this break. Mrs Morriss suggested she not be on a class and offered to fill the Library/RFF position.
- An extra teacher has been appointed. Mr Wayne Cliff will now take the 3-4 class. Mr Wayne Cliff is a temporary teacher.

Swimming Carnival

- Ms Ashley Trembath has also joined the staff this year. Her position is temporary for the year.
- YPS cannot have two unfilled permanent positions i.e. Two temporary staff and we are looking to fill one of the permanent positions.
- Mrs Metros will be offering the “Bounce Back” self-esteem program to students in 3-4, 4-5 & 5-6 this year. It teaches children strategies to be resilient and cope during any difficult times.
- The swimming ran smoothly today with many records broken. A big thank you to the parent helpers who assisted with the time-keeping of events. The K-2 “Water-on-Land” carnival was postponed until this Friday.

Bushfire Appeal

- A great effort, we have raised \$1200 for the Victorian Bush Fire Appeal. Children were even bringing in their money boxes for this collection.

School Pamphlets

- We will be distributing the school pamphlets to the Yarrawarra area with a parent volunteer letterbox drop. The pamphlets will be distributed with our YPS 40th Birthday Bash Fete/Dinner invitation.
- There was a collection of photos taken last year for the Community of Schools brochure.

Fundraising

- YPS 40th Birthday Bash - Anniversary Dinner -2 May 2009.
- YPS 40th Birthday Bash - Fair - 9 May 2009.
- In July considering a Trivia Night.
- The usual format of previous years will apply for Easter Raffle, Mothers & Father’s day stalls, Christmas Raffle etc.. Andrew Melrose will allocate each class to assist with these fundraising events.

Canteen

- Helen Hall (Treasurer) will be reporting to the P & C for Natasha. Natasha is attending an evening course this year and unable to attend meetings.
 - All running well in the canteen and Natasha has made a commitment to run the canteen for 2009.
 - Julian raised whether each year we should tender an expression of interest for this service annually to formalise the process. Also, to consider this process if Natasha's circumstances change in the future. Helen Hall confirmed that in October 2007 a letter/agreement was made with Natasha.
 - It was agreed by all that we are very lucky to have Natasha offering such a great service for the school and children.
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Publicity

- Sharon Brown regularly produces content and photos to be published in Engadine News to promote our school. Engadine News is published fortnightly.
 - Next issue, will include photos of the children participating in the swimming carnival.
 - Sharon reminded us if anyone has any photos, items of interest to include in Engadine News to email her on bagtech@optusnet.com.au. In particular, if parents are watching PSSA Friday sport and have photo's, Sharon would love to include.
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General Business

- Stationery Pack**
- Robert Wooley commented the stationery packs were great however we still have to buy items. If we could know prior to school end what is required and we can obtain before the rush of the new school year when items become hard to purchase.
- Café de Yarrowarra**
- An idea has been formed to clear out the canteen area, put on a fresh coat of paint, purchase tables and chairs and put up a chalkboard.
 - The area can be used as a meeting place and also a quiet play area for children during lunchtime.
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- Kindergarten Representatives**

 - It was suggested we have a weekend ‘**working bee**’ to do this prior to our Fair on **9 May**.
 - Jason Nelson & Nicky Wills, our new Kindergarten parents, have offered to be the voice of kindergarten parents. They will bring any issues, concerns, suggestions of the Kindergarten parents to the P & C Meetings.
- School signage**

 - Scott Wynter raised how Engadine PS have a very prominent sign which also states the P & C meet every 3rd Monday etc.
 - Jason Ezzy said he was hoping to ask the P & C to fund a new sign this year. With the new high fencing our sign is harder to read. It also faces an odd direction and a bit difficult for passers by to read.
- Vandalism**

 - There are new signs now that are high to consider security fences and to update/change information a pulley type system is used. This is more user and OH&S friendly to operate. I.e. The message board lowers down, changes made, then pulled back up.
- Hot Topic**

 - It was noted there was no vandalism over the Christmas/Summer holiday period.
 - Discussion on educational websites offered to children i.e. Mathletics, Tutpup, Rainforest Maps. It was agreed our Hot Topic for next P & C meeting would be “Technology Resources & Department of Education Website”. Jason Ezzy notes that the children appear to be dropping off in their interest in using Mathletics.
- YPS 40th**

 - The YPS 40th Birthday Bash Anniversary Dinner and Fair Committee have met twice since 2008 year end. Priorities to book venue for Anniversary Dinner. Consideration was given to all local venues with only the Engadine RSL and Sutherland Entertainment Centre (SEC) being available for our proposed date and have the ability to cater for 200+ guests. The committee decided the SEC is our preferred venue and proposed the P & C vote in favour so we can secure the booking. The committee advised we need to have minimum 150 guests to cover \$45 pp food (\$6,750). If less than this we need to cover difference up to \$6,750. The committee is confident we will get this no. and hoping for 200-250 attendees. The cost per person has not been determined as yet. We need to factor in meal, guest speaker, band, MC, decorations etc. The committee would like to add 10% to ticket costs as fundraising profit for the school.

Fair Rides

- Raffles and Auctions will be offered on the night as an additional fundraising activity.
 - The P & C voted in favour of the SEC for our venue. A copy of the schools public liability insurance was provided by Helen Hall and a cheque for \$750 made out to the SEC will be arranged by Helen to secure our booking. Bronwen Batty will confirm with the SEC.
 - Helen Hall received P & L insurance form to be completed for our Fair on 9 May 2009. Julian Sanderson will complete this form.
 - Discussion on the rides to be offered to children for the Fair. An 80/20 deal has been booked, we have obtained a good deal. This detail on the rides offered will be discussed in the 40th Birthday Bash workshop next Monday evening.
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Meeting Closed: 9.30pm

Next Meeting: 16th March 2009 at 7.30pm