

Minutes of Darcy Road Public School P&C Meeting 3/8/15

The meeting opened at 7:00pm.

Present: Anita Kucic, Jane Mitchell, Leah Byatt, Shefali Agrawal, Sue-Ellen Ceccattini, Nicole Murphy, Bernadette Hassanein, Sean McLoughlin, Dinh Trang Van, Melisa Vatubua, Kelly Baird, Christina Sotomayer, Bhewik Patel, Melissa Ellis, Trudy Hopkins, Robyn Edwards, Ann Guppy, Aziz Rahman, Laila Nagawkar, Roselee Dwyer, David Corless

Apologies: Sarah Hayes, Natasha Chidgey, Kowsy Sri

Minutes of the previous general meeting

The minutes of the previous general meeting were accepted.

Moved: Laila Nagawkar

Seconded: Roselee Dwyer

Business arising from previous meeting

Cash Register for Uniform Shop

- A cash register has been selected as suitable for the uniform shop. It will track stock, provide receipts, track cash flow. There is a 12 month warranty. It requires a sturdy and portable table. There may be a \$90 per year software license. **Motion to approve spending \$1,849 for the cash register**

Moved: Roselee Dwyer

Voting unanimously agreed to the purchase.

EFTPOS for the uniform shop

- Nicole's opinion was that this is not required. It can be looked at again at a later stage if necessary.

Approvals for expenditure

- To clarify issues surrounding executive discretionary spending, a by-law was suggested. **Motion to for the Executive to be able to approve expenditure up to \$1,000 on urgent matters outside of meetings provided that the expense is brought to the next general meeting for approval and minuted.**

Moved: Laila Nagawkar

Seconded: Ann Guppy

Correspondence

In

- Grant letter from Parramatta Council
- P&C Networking and Capacity Building Workshop

Out

Nil

Reports

Treasurer

- Easter fundraising
 - Total revenue = \$3,972.75
 - Total expenses = \$579.24
 - Total profit = \$3,393.51
- Mother's Day fundraising
 - Total revenue = \$3,885.90

Total expenses = \$2,510

Refund = \$613.60

Total profit = \$1,989.50

- Main account at 31/7/15 is \$16,597.32
- Account for student banking is \$5,237.06
- There is \$15,000 set aside for the school storage grant
- There is \$5,000 in the term deposit
- **Motion to approve renewing P&C Insurance**
Moved: Ann Guppy Seconded: Kelly Baird
- **Motion to approve spending \$100 on postage stamps and envelopes**
Moved: Kelly Baird Seconded: Roselee Dwyer

Uniform Shop

- Extra help is required, the notices in the school newsletter have been unsuccessful
- A suggestion was made that a paid role may provide more resources for P&C activities such as the uniform shop and student banking.
- A second key is required – Trudy had no objections to having another key cut.
- June sales = \$3,485
- July sales = \$3,575
- 6 month profit from January to June 2015 = \$11,954.89
- Uniform shop bank account at 31/7/2015 = \$19,296.85

Fundraising

- To speed up processing student banking it was suggested that a computer be purchased as the current computer is shared with school staff and the internet is slow. The school was unaware of the technical issue and will investigate.
- Grant for bike shed was successful. Working with Sean McLoughlin on the details.
- NAIDOC School Partnership grant was successful
- Halloween Disco will be run by P&C on 30/10/2015. **Motion to make up to \$1,200 available for expenses**
Moved: Shefali Agrawal Seconded: Ann Guppy
- Prizes have been donated for the fun run, but additional prizes are necessary.
Motion to spend \$240 on canteen vouchers for prizes
Moved: Anita Kucic Seconded: Kelly Baird
- Darcy road will be involved in the Woolworths Earn and Learn fundraiser

60th Anniversary Celebration

- Date moved to 16/10/2015, from 3pm to 5pm
- There will be a coffee/cake afternoon tea
- **Motion to spend \$400 on the afternoon tea**
Moved: Ann Guppy Seconded: Nicole Murphy

Principal's Report

- The school is working on its enrolment policy. From 2017, siblings of current students from out of the area will also not be accepted.
- The school is clarifying its attendance policy. The Department of Education can fine parents for poor attendance of children
- Having meetings during the day may increase the likelihood of new or different people attending P&C meetings. Also sending the meeting notices to all school parents rather than just those on the P&C email list may reach new parents

- The money for an interactive whiteboard agreed to last year had not been received. There was confusion over whether an invoice was required, but the money should be given as a donation.

General Business

- Aziz presented the potential benefits of becoming incorporated, including the ability to apply for grants, and the association having liability rather than individual members. **Motion for Darcy Road P&C to become incorporated, including the \$100 administration fee.**

Moved: Roselee Dwyer Seconded: Anita Kucic

- Anita shared concerns that student lead interviews were not the best forum for feedback on student progress. Time with the teacher would be more beneficial. Trudy presented current DEC reporting requirements and mentioned these are under review. All feedback to this point had been positive. Sean suggested the school could seek feedback
- Dr Shoe is a mobile shoe supplier who will visit schools or student's homes. 15% of school sales and 10% of home sales go to P&C. **Motion to trial Dr Shoe supplying shoes**

Moved: Anita Kucic Seconded: Roselee Dwyer

Meeting closed at 9:15pm

Next meeting to be held at 7pm on Monday 7th September, 2015.