**Condobolin Public School**

**P&C Association**

**General Meeting Minutes 7th March 2013**

**Meeting Opened**: 8.12pm

**Present**: Marg Baxter, Nat McDonald, Lizzie Keen, Colleen O’Bryan, Kathy Parnaby, Deb Nay, Jenny Kiss

Apo**l**ogies: Deb Manwaring, Jean Cowles, Kelly Jarick, Ros Patton, Sarah Baxter, Vicki Parker

**Minutes from previous AGM**: moved Jenny Kiss seconded Deb Nay

**Business Arising**:

D Nay thanked P&C for the Year 6 dinner

Ovens have been installed and working well

**Correspondence:** P&C journal, accounts (post office, Telstra, insurance) bank statements, term deposit, mother’s day brochures, Royal Far West

**Canteen Report**: attached

* End of 2012 very busy, limited helpers
* Thanked 2012 committee and Deb Nay for their additional help and support
* Thanked Teachers Ms Richards and Ms Chambers, Ms Buerckner and parent Bron Hill for help and support when no volunteers
* Ovens working well, cut down cooking time, more efficient
* Year has started well with lots of parents and carers volunteering
* Canteen menu to be laminated to be put up out front of canteen and a A4 size menu to be distributed to all families as the one on newsletter too small.
* First Aid Kit has been restocked
* Red day is allowed once a term, Kathy to discuss dates with Deb Nay for the year with Cross Country and Athletics carnival days to be used as Red Day
* Amber Day – Kathy to check out how often amber days are allowed
* Microwave has died – Kathy to purchase a new one. Moved Lizzie Keen Seconded Marg Baxter
* Air conditioner not working properly, Kathy logged it with office, Chris Nagle looked at it. Check at next meeting if been repaired.
* Containers missing from year 6 dinner.
* Microwave – was it used by staff last week of term (class parties) as was very dirty upon Kathy’s return.

**Principals Report**:

* Captains and Vice Captains going to Young Leaders conference 24th March

**Treasures Report**: attached - Moved Marg Baxter Seconded Jenny Kiss

**General Business**:

**Donation**

Deb Manwaring donated salt and pepper shakers to be used for functions.

**Royal Far West**

Marg Baxter moved that the yearly donation of $50.00 to the Royal Far West be paid. Seconded E Keen

**Train**

Letter to be written to Rotary thanking them for their tireless work on the train to repair the roof.

Working bee to be organised at some stage to repair side, Colin Ross also happy to help

Look into refurbishing training

**Library Bags**

Kindergarten Information Pack with Library bag for each child to go out Monday.

**Mothers Day**

Jenny to pass catalogue onto new committee members to view and order for next meeting. Moved Colleen O’Bryan seconded Marg Baxter

**Old Pie Warmer** – may no longer be needed, once winter comes and Kathy decides not needed, she would like to purchase.

**Cross Country**

Letter from Cross Country committee asking that for the safety of students and visitors could the canteen during race time be closed and should we wish to sell additional items cakes, drinks could it be done under the primary cola. This will not interfere with lunch time.

Is the canteen/P&C willing to sell sausage sandwiches on the day.

Considering giving track volunteers lunch tokens for use at canteen. Perhaps a pre order coupon could be used.

Any questions from P&C to be directed to cross country committee.

To be discussed in further detail at next general meeting. Moved Lizzie Keen seconded Colleen O’Bryan

**Purchase Items**

Jenny Kissed moved that we purchase teaspoons and a nice container to place used spoons in to go with our new coffee/tea mugs and serving platters. Seconded Colleen O’Bryan.

**Thursday Activities:**

D Nay asked if we knew of any extra activities on Wednesday that would be causing students to be more unsettled on a Thursday.

**Absences:**

Deb Nay to discuss with Attendance Officer that before calling parents/carers that the Attendance Officer has communicated with class teacher before calling parent regarding absences. Moved Colleen O’Bryan seconded Lizzie Keen

**Sport House Captains**

Captains roles to be reviewed by staff. Captains and their parents to sign a captain agreement to say they are to attend and participate in swimming and athletic carnivals otherwise captain role can be revoked.

**Swimming Carnival**

Attendance at carnival and children leaving half way through the day are marked as half day absent.

**Kindergarten Verandah**

Leaking in light area when raining – has since been fixed

Can the verandah have a cover awning put up – P&C to discuss fundraising for this – to be discussed at next meeting.

9.30pm – Nat McDonald left meeting

**It’s Not Okay To Be Away**

D Nay explained how it is working for 2013

* 24 children (2 from each class) recognised fortnightly, presented with certificate and free play
* Major prize at end of each term

D Nay to take back to executives to see if all children who have 100% attendance in the fortnight can be rewarded in some way with free play.

**Exemption From School**

Enquiry to how this works, as when a parent asked at office for exemption form the form was not given to parent by office staff.

D Nay explained office staff must give the form to anyone who asks for it and the exemption is then approved by herself, but not all reasons receive exemption.

**Meeting closed**: 9.35pm