

## Minutes for the Holbrook Public School P&C Association

11 August 2022 at 7.30pm

The meeting was declared open at 7.42 pm by the President Damien Lindsay via zoom.

**Present: All present via zoom** - Damien Lindsay, Louise Purss-Semple, Jamie Ingle, Tania Saunders and Dannii Purcell.

**Apologies:** Steph Hartwich

**Confirmation of Minutes:** The minutes from the meeting of 11 June 2022 were assumed to be read prior to the meeting.

Damien went through a few items from previous minutes.

**Proposed:** That the minutes of the meeting 16 June 2022 are a true and correct reflection of the meeting.

**Moved:** Damien Lindsay 2<sup>nd</sup> Jamie Ingle. Carried

**Presidents Report** – Nil to report.

### Treasurers Report

See attached for detailed report.

#### Summary:

- Jamie has put together an annual budget for the P&C committee. This budget includes all annual expenses that are required to be paid by the P&C.
- Last month's outgoing expenses include purchase of recorders, cupcakes for the Kinders 100 days, annual fee for Holbrook Sporting Complex and the purchase of new swimming caps.

**Proposed:** That the Treasurers report be accepted as submitted.

**Moved:** Jamie Ingle 2<sup>nd</sup> Tania Saunders. Carried.

### Principal's Report

- Previous price for recorders was incorrect correct price \$15.00.
- Week 6 - Book week with the book week parade being held on the Tuesday 23 August.
- Week 7 - Parent teacher interviews. Currently working on a booking system for parents to book interview times. This will be through the new Sentral system.
- Week 9 - Whole school performance will be held on the 14 September (1pm & 7pm) and the 15 September (7pm).
- Before and after school care – Louise has received a number of calls regarding the school providing before and after school care. Department of Education has put out a survey and will analysing the need in the surrounding communities.

### Correspondence

**IN: Nil**

### Business Arising:

- **Phonics Book Set** – Louise still following up with teachers re wish list for new phonics books. Approximate cost for top of the range series is approximately \$8000. The new series would also include books/readers that children would be able to take home to read to family/parents.

At this stage the maximum contribution from the school would be \$3000, leaving \$5000 from the P&C.

**Action:** Louise to provide more information at next meeting with total cost for book sets.

**Purposed:** That a maximum of \$5000 be allocated toward the book sets and the school to also contribute a portion.

**Moved:** Damien Lindsay 2<sup>nd</sup> Tania Saunders. Carried.

- **Popcorn Machine** - Tania to purchase popcorn machine. Total amount allocated to the purchase of the popcorn machine \$600.

- **Holbrook Complex annual fee** – Annual fee has been paid. Teachers are currently planning for next year and hope to utilize the sporting complex more for offsite activities.  
**Purposed:** That the annual fee for the use of the sporting complex to continue.  
**Moved:** Damien Lindsay. Second Jamie Ingle. Carried
- **Senor light main gate** – Louise waiting on reports on the following items:
  - Lighting for the new gate at night and magnet for locking/opening system for the gate.
  - The access ramps for wheel chairs have no covering/shelter over them so student accessing them get wet when it rains.
  - Staff car park regarding vehicle and students, OH&S, work safe issue.
  - Disabled toilet, currently door opens the incorrect direction.
- **Enrichment Tree** – Suggestion maybe for next year to have an Enrichment Tree/school page that would work like a gift register. Instead of parents being asked to pay the \$35 school contribution per student for the year they would be able to go online and select item/s that they could contribute money to.  
**Action:** Tania is currently waiting to hear back /speak with the president of the Birchgrove school for further information. Tania to report back at next meeting.
- **Whole School Excursion** – Discussion still continuing regarding activities for the whole school excursion. Louise is currently speaking to the Murray Conservatorium for session times. Steph to continue to liaise with Mrs Biar and Louise Purss-Semple re finalising activities for excursion.

### General Business

**Kinder** - School hat & library bag. Discussion regarding the continuation of providing a school hat and a library bag to all new kinder students. All agree this is to continue. Also, all new students enrolling in kinder to year 2 to receive a school hat and library bag. Louise to research costing of library bags.

**Purposed:** Tania purposed that all new Kinder students to receive a school hat and library bag on behalf of the P&C.  
2<sup>nd</sup> Dannii Purcell. Carried.

**Tennis program** - Jamie has been in contact with Louise regarding tennis program funding. Louise has received an email from tennis coach.

**BBQ Book week** - All in attendance agreed to hold a BBQ lunch on the Tuesday 23 August after the book week parade. Items to be organised for bbq: poppers, water, bread and sausages.  
Jamie to check on stock of poppers and water and organise what is required  
Tania and Dannii to organise sausages and bread for the day. Approximately 300 sausages and 15 loaves of bread.  
Zoooper doopers also to be available on the day.  
Sausage in bread = \$2.50, Water and poppers = \$2.00 and zoooper doopers = \$1.00.

**Henty Field days** - The school has been approached again by Rabo bank to see if the P&C would be able to supply slices for the three days of the Henty Field day. The Henty field day will run of the 20, 21 & 22 of September. Rabo bank have asked for 6 slices to be provided daily and delivered to the Rabo site. All agree on providing slices for the event. Roster and volunteers to be sorted.  
Slices will need to be delivered to the school the day before each day. Steph to transport slice out to the site on the Wednesday and the Thursday. Still require someone for the Tuesday.  
Roster and volunteers to bake slice to be presented at next meeting.

**Locke Bull Sale** – Request has been made from the Locke family for the P&C to provide catering at their bull sale on the 24 August. Jess Barr Smith has kindly offered to organise catering. She has helpers for the day all sorted. Jess has requested if approximately 6 slices, could be baked and delivered to the school by 9.30am on the 24 for her to collect.

**Action:** Dannii to send out list of people that have volunteered to make a slice/s.

**Split classes room** – there has been a number of parents contact members of the P&C and also Louise with concerns/questions regarding the current mixed year levels in class rooms. ie year 3/4, years 4/5 and year 5/6. Louise explained that this current set up is decided by the Department of Education. They allocate the number of classes and teacher for the amount of student enrolled.

**Next meeting** – Please note that the next meeting will be held on a Thursday night instead of a Wednesday. Next meeting 8 September 2022. This will be a face-to-face meeting held at the school library. A zoom link will also be available.

Meeting concluded 9.11pm.

A handwritten signature in cursive script that reads "Damien Lindsay".

Damien Lindsay

President

Tania Saunders

Secretary