Minutes

Minutes of the Meeting held on 5th November, 2014, at 7.00pm in the Kingston Primary School Staff Room.

Meeting opened at 7.00pm

1. Welcome
   In attendance: Julia Clasby, Anne Curd, Alan Kidd, Janine Lawler, Julee Smith, Pauline Gardener, Leanner Coutts, Jodie Garwood, Jayson Hitchens, Dani Hewton, Debbie Belfield

   Apologies: Wendy Brenssell, Mike Brenssell, Robyn Cooper, Megan Schneiker

2. Confirmation of Minutes of Previous Meeting
   Motion: That the minutes of the meeting held 3rd September 2014, are true and correct.
   Debbie Belfield/Anne Curd- Carried

3. Business Arising

3.1 PLAYGROUND UPDATE

   Still awaiting busy bee to install the playground equipment. If volunteers are required, Matt Campbell to approach P&C.

3.2 ANZ MORTGAGE INTRODUCER PROGRAM

   P&C has now signed up to the ANZ Mortgage Introducer Program. For every home loan approved, ANZ will donate 0.3% of the mortgage value to the P&C. In order to obtain the donation, the person taking out the mortgage must advise the ANZ Bank that they are from Kingston Primary School. Note that all information is kept confidential – no name or amount information is given to the school by ANZ.

   The P&C will promote the mortgage introducer program through the P&C newsletter and the P&C Facebook site. Information regarding the program will be put into the welcome packs sent out to new families, as well as be available through the school office. Referral forms will be available at the bank and through the school office.

   ANZ understand that we are not exclusive and we will not pressure any parents to use the ANZ bank, but will endorse them just as we would any other bank. ANZ agreed to those conditions.

4. Correspondence
   • Uniform shop information
   • Invoices
• Lions Donation to school  
**Motion:** That the Kingston Primary School P&C Assoc Inc’s correspondence is accepted.  
Leanne Debbie Belfield/Janine Lawler – Carried

5. **Treasurer’s Report**

See report print  
Any outstanding invoices to be delivered to Megan at the canteen.

Mike will investigate putting some money aside into a term deposit – ongoing.

Mike not able to continue in treasurer role next year. We need to find replacement ASAP to allow a smooth transition to the new Treasurer.

**Motion:** That the Kingston Primary School P&C Assoc Inc’s Treasurer’s Report is accepted.  
Julia Clasby/Dani Hewton - Carried

6. **Other Reports**  
6.1 **Principal’s Report** – Alan Kidd – see attached.  
Refer printed report.

6.2 **Uniform Committee** – Sharlene Mahaffey  
Kindy packs have been sent out to 2015 kindy classes. No other report from Uniform Committee.

6.3 **Fundraising Committee** – Megan Schneiker  
Megan has been doing a fantastic job as usual. The sports carnivals went well.

6.4 **Canteen Committee** – Wendy Brensell – see attached.  
Canteen raised an idea to send notes home with kids regarding the lack of parent support in the canteen. It is the same people helping out all the time, and we need some more assistance. One idea is to encourage grandparents to come in and help as well.

It was also suggested that we need to pay regular helpers more hours to help keep them involved.

We definitely need to raise the issue that if we do not get more volunteers in the canteen, we will have to pay more hours for our regular helpers resulting in higher prices in the canteen.

The canteen requested that we approve purchase of a new food processor for use in the Canteen.

**Motion:** That the canteen can purchase kitchen equipment for the canteen as they see fit, up to the value of $1,500.  
Julia Clasby/Jayson Hitchens - Carried

6.5 **Cultural Exchange Committee** – Jane Griffith – see attached.  
Alan also met with parents last night. A commitment of 11 students has been confirmed. The cost is just under $2,000 all inclusive for students and $3,000 for parents.
Motion: That the sub committee reports are accepted en bloc.  
Anne Curd/Jayson Hitchens – Carried

7. General Business

7.1 New Secretary

Sharlene has resigned from the position of Secretary due to family commitments.  P&C thanked Sharlene for her time and effort – it is really appreciated.  We need to fill the Secretary role ASAP, so can everyone please ask around to help find someone who may be able to assist.

7.2 Volunteers

The P&C desperately needs more volunteers, especially to attend P&C meetings and to assist in the canteen and uniform shop. A suggestion was made that we have teachers organise a class rep at meetings at the beginning of the new year to assist encouraging parents to be involved in the school.

7.3 Awards Night Prizes

The P&C was approached by the school to donate $100 towards prizes at the graduation ceremonies at the end of the year.

Motion: That the P&C donate $100 towards awards at the graduation ceremonies at the end of the 2014 school year.  
Jayson Hitchens/Janine Lawler – Carried

7.4 School Camp Funding

This year, there were a number of families that defaulted on payment plans for the school camp, leaving the school out of pocket. In order to assist next year, it has been suggested by the school board that the P&C donate a portion towards the cost of the camp.

Motion: That the P&C donate $1,000 towards school camp to be used at the schools discretion in 2015  
Julia Clasby/Anne Curd– Carried

8 Date of next meeting - 3rd December, 2014.

9 Closure – The meeting closed at 8.33pm