**YPS P&C Meeting**

**Date:** Wednesday 10\(^{th}\) April 2013  
**Time:** 7:00pm

**Venue:** YPS Staff Room  
**Meeting chair:** Sally Martin

**Meeting Opened:** 7.10pm  
**Meeting Closed:** 8:50pm

**Apologies:** Jess Wood, Peter Blair, Emma Davis, Alice Croker, Melanie Knott and Tracey Laybutt

**Attendance:** Fiona Allison, Sally Martin, David Williams, Donna Cummins, Neil Muir, Toni Holmes, Chris Emmett, Heather Williams

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<th>Item No.</th>
<th>Agenda Item</th>
<th>Proposer</th>
<th>Purpose</th>
<th>Time</th>
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<td>1</td>
<td>Welcome</td>
<td>Chair</td>
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<td>2</td>
<td>Introduction of new members</td>
<td>Chair</td>
<td>Information</td>
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<td>Membership paid by Sally Martin, Heather Williams, Toni Holmes</td>
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<td>3</td>
<td>Previous minutes</td>
<td>Chair</td>
<td>Discussion</td>
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<td>Actions from previous minutes</td>
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|          | • Moved accept minutes Heather. 2\(^{nd}\) Donna Cummins  
|          | • Donna nomination to accept Treasurer Role. Sally Martin Moved. 2\(^{nd}\) Heather  
|          | • Vice Treasurer Position remains unfilled. |

| 4        | Financial/Treasurers report          | Treasurer| Discussion    | Acceptance |
||          | • Outlined Vice Treasurer position vacant  
|          | • Treasurer’s Report present by Donna  
|          | • Net Loss $2,221.35 (still to have rebate from Verto included - $1,500)  
|          | • Term Deposit due in May 2013 ($20,000)  
|          | • Vesna’s position in Canteen extended until mid June 2013. Recruitment will be required for next worker. Sally Martin & Fiona Allison will recruit. David Williams offered to assist with recruitment process. |
|          | Moved to accept Treasurer report - accepted by Sally Martin. 2\(^{nd}\) David Williams |

| 5        | Correspondence Report               | Secretary| Information   |        |
|          | No report given                     |          |               |        |

| 6        | Traffic Committee Report            | Melanie Knott| Information   |        |
|          | No report given                     |            |               |        |
| 7 | **Fund raising committee report**  
  - Trivia night  
  - Mother’s day stall | **Heather Williams** | **Discussion Decisions** |
|---|---|---|---|
| | Trivia Night 1/6/13 $10/head  
Venue: Empire Hotel  
Bring own supper  
Empire request by own drinks from hotel | | |
| | **Prizes**  
McAlister Motors - Interior & Outside car detail  
Season Pass for Town Pool  
Gilberts children’s book voucher  
Big W voucher  
Woolworths voucher  
Theme: back to school  
Sale of raffle  
Cartwright printing to complete flyer | | |
| | **Action:** Delta, Young Eyes, Connelly’s, Harvey Norman, Telstra | | |
| | Mother’s Day – Angela organising | | |
| | **Oliver (Musical)**  
Opportunity to fund raise with cake stall  
**Action:** David Williams to investigate | | |
| | **Movie Night**  
**Action:** David Williams to investigate movie night | | |
| 8 | **Canteen Committee Report** | **Fiona Allison** | **Discussion Decisions** |
| | Fiona believes too much variety on current menu – items not moving and going out of date  
Healthy Canteen Committee advised recommended 8 hot meals  
8 hot meals  
12 snacks  
10 sandwiches | | |
| | **Motion:** Menu items to be developed in accordance with Healthy Kids Association feedback. Moved Sally Martin 2nd David Williams | | |
| | Jumpies to be sold in canteen – now classified as an amber product  
Introduce large pie has older kids hungry, this meets the Healthy Kids Ass guidelines  
Change menu to Summer & winter only | | |
| | **Motion** for the Winter presented and circulated by Fiona to be adopted - Moved Heather Williams 2nd David Williams | | |
| | Gluten Free parent ordered products directly with supplier.  
**Action:** Fiona to indicate GF on menu and invite parents to discuss options with Fiona. | | |
| | **Action:** Sally to discuss with Peter changes to menu to be authorised by P & C before implementation | | |
| | **Action:** Letter to food suppliers of authorised people who can order. Sally & Fiona to write letter | | |
**Action:** To discuss job description of positions of Canteen

Slushy syrup to be used NOT cordial as previously moved and decided by P&C

Meal Deal Day increased to $5.00 to cover canteen expenses

Steve Mortimer Fundraiser May 21 – Fiona to assist in ordering and organising food.
**Action:** Fiona to order, Volunteers to be asked

Disco event requires reduction in mixed lolly options.
**Action:** Donna and Sally to update the procedure to include more detail on set up.

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<th>Neil Muir</th>
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| 1. **School Chaplaincy:** This extension of this position has commenced April 1st  
2. **Thanks:** for all the efforts of the P&C this term, notably the Disco, Easter raffle, catering for the Principal’s conference, reviewing the Anti-Bullying Plan, reading the ASR and preparation for the Mother’s day raffle.  
3. **Gold Award to parents for participation:** We have had many parents attending our school functions and I would like to recognise and thanks them for their support, attendance and participation in assembly, school functions and fundraising activities.  
4. **NAPLAN 2013: This will be occurring in week 3 for years 3 and 5:**  
   May 14: Language conventions  
   May 15: Reading Test  
   May 16: Numeracy Test  
   May 17: Make up day  
5. **Server upgrade/ wireless/New Website:** A brief explanation of technology changes to the school environs.  
6. **WH&S evaluation:** we have a parent group walk through the school and highlight and areas that require upgrade, repair or replacement any volunteers. It takes about 2 hours. After discussion at last meeting, we will plan this for term 2  
7. **Newsletter advertising Policy:** We have developed a policy to guide front office staff and provide a level of consistency

   Please do not hesitate to continue to bring forward great ideas and if you or others have concerns please make an appointment to see me.

Peter Blair  
Principal

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| **Reward System**  
**Action:** Neil to raise at staff Development day

**Kids get lollies as treats in classrooms**  
**Action:** Neil to raise in general business at staff development day

Raised garden beds to be completed during holidays
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| Need to consider amount available for project  
Invite SRC to discuss possible project  
Canteen Financials to be reviewed next meeting (detailed analysis)  
Options we need to consider if costs not covered by the canteen (self-sustaining)  
• Does the P & C subsidise the canteen operations?  
• Closing for a day(s)/week  
• Double transition period to consider  
• 2 changes to staff  
• Suppliers changed  

8th May next P & C meeting