### YPS P&C AGM Meeting

**Date:** Wednesday 6\(^{th}\) March 2013  
**Time:** 7:30pm  
**Venue:** YPS Staff Room  
**Meeting chair:** Tracey Laybutt

**Meeting Opened:** 7:30pm  
**Meeting Closed:**

**Apologies:**

**Attendance:** Peter Blair, Neil Muir, Tracey Laybutt, Heather Williams, Sally Martin, Donna Cummins, Beth Rothe

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<th>Item No.</th>
<th>Agenda Item</th>
<th>Proposer</th>
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<tr>
<td>1</td>
<td>Welcome; apologies</td>
<td>Chair</td>
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<td>2</td>
<td>Introduction of new members</td>
<td>Chair</td>
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<td>3</td>
<td>Minutes of the previous AGM</td>
<td>Chair</td>
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<td>4</td>
<td>Business arising from minutes</td>
<td>Chair</td>
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<td>5</td>
<td>Financial/Treasurers report</td>
<td>Donna Cummins</td>
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<td></td>
<td>Annual financial statements and auditors report tabled and presented. Moved to be accepted Heather Williams, Seconded Tracey Laybutt</td>
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<td>6</td>
<td>Principal’s Report</td>
<td>Peter Blair</td>
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1. **School Chaplaincy:** This position has been secured for six months commencing April 1\(^{st}\) at a cost of $4200.00 the remainder will be kept, If we can add the 2014 P&C allocation of $3000.00 to the remaining $1660.00 of the 2012 &13 allocation we can secure an extra day per week for 2014 as well. The school will support the program with P&C in 2014.

2. **Parent Courses 2013/Alternate P&C style meetings:**
   a. We are intending to offer a numeracy course maybe doing it twice once from 2.00pm till 3.10 and from 6.30pm at night to support parent understanding.
   b. Annette Golden is keen to hold some afternoon parent meetings prior to student collection time.
c. School day time P&C meetings consider holding egg one per term from 2.15pm to 3.00pm. I have spoken to about 20 mums etc. who just cannot make it night time meetings. They have said they would consider daytime meetings.

3. **Playground Improvements:** A vote of thanks to P&C, SRC, Neil, Tracey, Ray and others for their efforts I developing and implementing the very successful and popular student activity areas.


5. **Anti-Bullying:** Neil and staff have worked on upgrading our existing Anti bullying policy into the new state format.

6. **Server upgrade/ wireless/New Website:** A brief explanation of technology changes to the school environs.

7. **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.

8. **If time Permit:- 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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<th><strong>Presidents Report</strong></th>
<th><strong>Sally Martin</strong></th>
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**Presidents report – Sally Martin**

Firstly I would like to thank the P&C Executive and members for your significant contribution to fund raising and managing the canteen for the Young Public School community is greatly appreciated and do not go unnoticed.

2012 saw a major change to the running of the school canteen, with the P&C moving to trial two employees to assist with managing and running the canteen. This change was originally initiated by the 2011 P&C and implemented by the 2012 P&C Executive. The need to have paid assistance in the canteen is not new to schools across the country as the challenge to get regular volunteers is affecting many community based organisations as more people who would normally have been available take on paid work. The canteen still relies on volunteers to enable effective delivery of service and I thank the canteen volunteers for your ongoing contribution.

Other changes in the canteen have seen a move to implement the Healthy Kids Association recommendations for a healthier menu. A survey was conducted early in 2012 helped to shape the menu and further critiquing of the menu has been occurring each term.

The P&C has contributed over $30,000 to the school in 2012. Funding

1. New **fitness equipment** in the primary area,
2. Replacement of a number of air conditioners,
3. Outdoor seating
4. Resources for the Accelerated Literacy Program for Stage 1 students
5. Work with the Student Representative Council (SRC) to fund repair of high jump mats
6. Contribution to the School Chaplaincy program

Efforts by members of the P&C to make the traffic situation around the school safer conducted a survey to gather concerns and ideas then liaised with Peter Blair and Young Shire Council to progress options. This work is ongoing and education of the school community has started and will be ongoing.

The P&C members organised a number of fund raising activities over the year. The effort that
goes into these events is greatly appreciated and demonstrates that all effort, large or small, goes a long way to contributing to our children’s education and learning experience.

Sally Martin  
2012 P&C President

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<tr>
<th>8</th>
<th><strong>Election of Office Bearers</strong></th>
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| **President** | | Sally Martin - accepted nomination  
**Nominated:** Tracey Laybutt  **Seconded:** Donna Cummins.  
*Elected unopposed*
| **Secretary** | |  |
| **Treasurer** | | No Nominations from AGM carried over for executive recruitment  
**Nominated:**  
**Seconded:** |
| **Assistant Treasurer** | | No Nominations from AGM carried over for executive recruitment  
**Nominated:**  
**Seconded:** |
| **Vice President** | | David Williams - accepted nomination  
**Nominated:** Peter Blair  **Seconded:** Neil Muir  
*Elected unopposed*
| **2nd Vice President** | |  |
| **Auditor** | | Tracey Laybutt through LFE  
**Nominated:**  
**Seconded:** Donna Cummins  
*Elected unopposed*
| **Patron** | |  |
| **Canteen Committee for 2012** | |  |
| **Signatories** | |  |

Returning Officer: Peter Blair

President: Sally Martin - accepted nomination  
Nominated: Tracey Laybutt  Seconded: Donna Cummins.  
Elected unopposed

Treasurer: No Nominations from AGM carried over for executive recruitment  
Nominated:  
Seconded:  

Assistant Treasurer: No Nominations from AGM carried over for executive recruitment  
Nominated:  
Seconded:  

Vice President: David Williams - accepted nomination  
Nominated: Peter Blair  Seconded: Neil Muir  
Elected unopposed

Vice President: Chris Emmett - accepted nomination  
Nominated: Sally Martin  Seconded: Tracey Laybutt  
Elected unopposed

Auditor: Tracey Laybutt through LFE  
Nominated:  
Seconded: Donna Cummins  
Elected unopposed

Signatories: Sally Martin, David Williams, Chris Emmett, Donna Cummins, LFE (payroll) Penny Gibson

Congratulations to all continuing and new office bearers.

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<th>9</th>
<th><strong>Membership - $1</strong></th>
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<tr>
<td><strong>P&amp;C membership remains at $1/member</strong></td>
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