

# Belrose Public School P&C

## Meeting Minutes

3rd December 2019

**Attendees:** Jo S, Holly D, Belinda Z, Julie C, Sharon J, Belinda H, Heather N, Zoe H, Elise C, Nicky M, Leissa D, Louise W, Amanda C, Lisa W, Jeanette B, Melissa H.

**Apologies:** Miriam W, Peter D

**Location:** School Staff Room

Meeting Opened: 7.15 pm

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### 1. Welcome

### 2. Minutes of the last meeting

- Minutes from previous meeting approved by Julie C. Seconded by Jo S.
- Outstanding Items
- Awning/Permanent BBQ structure. Tabled
- Uniform Shop Liaison. Tabled

### 3. Correspondence

### 4. BOHSC Report – Amanda C

- Thanks to the school and P and C for all their support and a wonderful year
- Kitchen renovation is in the final stages for approval and should be completed June 2020
- Fee increase in 2020 of \$1 per session
- Peter the new coordinator is doing a great job with both parents and children and there has been lots of positive feedback.
- New Policies and Procedures after merge with JAG
- Looking to go through Assessment and Ratings again
- Average number of children attending is increasing
- After feedback, Vacation care will be open the Thurs/Fri the last week of term then reopen on the 13th Jan 2020

- Asked the P and C to look at fundraising ideas next year that BOSHC can help with
- All accounts are now handled offsite
- New Roof on E block will be going on potentially the last week of term so OSH to move to the canteen/library

## **5. Principal's Report – Belinda Zorian**

- Tabled and available on website.

## **6. Treasurer's Report – Peter Davis via Lisa W**

Profit and Loss YTD as at 30th November 2019 presented. On file with secretary.

- P and C surplus for 2019 = \$22408 – largely due to the incredible success of the Belrose Fair that had a profit of \$36505.
- Thanks to all the volunteers, cake bakers etc who contributed to every event we held this year.
- Reduction in student numbers meant P and C levies were down by \$6613
- Despite band showing a larger overall raw deficit there were a number of contributing factors and when all are considered we actually performed better in 2019 than 2018 – see report
- Thanks to Lisa W for handling all the band accounts and chasing up payments
- Canteen takings were buoyed by Flexischools however overall show a small loss (after removing the LSL paid to the previous canteen manager
- Thanks to Julie C for bringing the canteen ordering system into the 21st century
- Uniform shop experienced some extra costs in stocking up with the new alternate uniform for girls
- In 2019, the P and C donated \$20000 to the school for smartboards and \$1290 for 2 trumpets
- In Peter's 2 years as treasurer the P and C has donated almost \$100000 to the school

## **7. Band**

- Band tour was a huge success and finished in profit. Students behavior was exemplary
- Thanks to the teacher and Andrew F for making it possible.
- Andrew F to continue on as Band Liasion
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## **8. Canteen – Julie C**

- Healthy School Canteen Certificate finally achieved – valid for 2 years. Well done Julie!
- Lee doing a great job.
- Flexischools crash last Friday was handled well by Lee – first time it has happened in 8 years
- Need to use Flexischools for more special events – free

## **9. Uniform – Nicky M**

- Flexischools online has been amazing and made life much easier
- Kindy orientation went well – quiet
- New shorts are too small by at least 1-2 sizes – Bec looking at this and what can be done as they are not standard sizing.

## **10. Presidents Report – Jo S**

- Report emailed to secretary and on file
- 2019 has been a hugely successful year and the children have been very lucky to have been on the receiving end of many a contribution from the P&C. We held many successful events this year which included: Welcome BBQ in Term 1 was a great success, The Dad's were not forgotten with a big Thanks to Mark Bowen for organising Man Night this year. Such a great way for the Dad's to get together.
- I would like to thank Rebecca Keiller and her absolutely amazing team of helpers Sam, Sharon, Heather, Zoe and Andrea to name a few who this year ran the Disco and Fathers' Day Breakfast., although the actual day was changed to a Thursday it was still very well received by our parent community. We also mixed things up this year and instead of bacon and egg rolls we offered Bacon and Egg Pies which engaged a lot of positive feedback. All of these events were well received and ran beautifully. To Silvana and her helpers thank you for always sourcing wonderful gifts for both the Mothers' Day and Fathers' Day stalls. This is a huge task and the children absolutely love doing their shopping.
- Our Annual Girls Night In was another huge success. Thank you to Elise, Christie, Sue and Amy for all your organisation, it is always a fun night for such a great cause. Thank you to Sue Hefford and Oliver Hire, the decorations were fantastic and created such a good vibe. The McGrath Foundation is always incredibly grateful for our donation each year. Thanks to Belinda Hay for co-ordinating Interrelate this year it was very well attended.
- The Belrose Fair WOW!!!! The meetings began 8 months before the event, the planning and detail that went in was amazing. Thank you to Leissa who was the driving force behind the event, we were also very lucky to have an amazing sponsorship team (Jeanette, Sue, Susie and Melissa) behind the scenes securing just over \$9000 in sponsorship. The raffle was a biggest yet (certainly

the biggest in my time at the school) and thanks to all the hard work we raised just under \$14000 from the raffle!!! Jen was instrumental in getting all the market stall holders sorted. Miriam, Julie and Elise who were my amazing support person who guided me a lot along the way. To Andrew and Dylan thank you for working behind the scenes to get all the sound on point for the day, it really is an invisible job. Thanks also to Wes Cartwright who came in at the 11th hour to help Jeanette with the massive task of Logistics, Wes's son Kawicka actually finished up at Belrose last year, To all the co-ordinators who stepped up and ran each stall THANKYOU. To Zoe, thank you for your help in Canteen and BBQ it was a massive effort but you just took it in your stride.

- None of the successes of the Fair could have been achieved without everyone's support.
- To the school community for all your donations, baking and time volunteered on the day I thank you, Again without your support the day would not have been nearly as successful. To announce that we had raised just under \$37000 literally blew me away, not in a million years did I think such a small school would pull something like this off BUT we did it!! To have just a touch under 6000 people attend throughout the day made me so proud to be a part of such a wonderful school community.
- A big thank you to Mrs Zorian who was a big support for me throughout the process.
- Later in Term 4 we held our parent social night which was Bogan Bingo and I have to say it was one of the best social nights I've been too, so many laughs. Thanks Elise for taking this one on.
- The 9th Annual Gingerbread Night was held last week and we had 115 people join us to decorate and just enjoy a couple of hours with the kids.
- Fundraising for 2019 hit the \$49538.00 mark!!!!!!! which exceeded our expectations by \$24000, to say we are thrilled with that would be an understatement so thank you all for your support. A massive thank you to Andrew Fairclough and Lisa Walters in their tireless efforts with getting the band smoothly transitioning into its new routine, your passion for the band and the children does not go unnoticed and we are very lucky to have Mrs Fyfe and Mrs Anderson on board as our band mistresses. Andrew your hard work into getting an amazing itinerary lined up for the band tour was nothing short of wonderful.
- Thank you to our School Banking helpers on a Friday morning Melissa, Jo, Andrea, Lynsey and Heather. Your time is very much appreciated.
- Thank you to our VP and Canteen Liaison Julie Cincinato who has worked tirelessly to help get our school canteen on board with the Healthy eating guidelines and for launching FlexiSchools it has been a massive success and has seen an increase in canteen sales too and also for your time on Friday afternoon for snacks along with Holly and Mel.
- A big thanks to Lou, Shona and Julia for help in the uniform shop this year and a thanks also to Nicky for stepping when needed. The uniform shop is now on Flexi schools as well.
- The P&C are sad to farewell Julie this year as Jake finishes his time at Belrose, you have been such an amazing addition to our school community and have worked tirelessly over the years

with all your baking and your coordination of all things canteen, the children are certainly reaping the benefits of all your hard work. We will miss you but wish you luck in your move to the Gold Coast to be with family.

- Another loss for the P & C is Peter Davies who is hanging up his boots as Treasurer, we will miss you Peter, you have kept us grounded and just plugged away behind the scenes crunching numbers. Your efforts although appear invisible most definitely did not go unnoticed and we wish you much success in your new CEO position. Thankyou.

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## **11. Thank yous**

- Thank you to Peter, Julie and Lisa who are stepping down from their roles – their help and dedication has been invaluable
- Leissa D thanked Louise and Lisa for their help over the year
- Thanks to all who have volunteered in any capacity in the school in 2019 and made the school the place that it is

## **12. General Business**

- Banking - Melissa H
  - Commonwealth Bank has given the school \$643.50 from School banking incentives for 2019.
  - Mel H and Jo B to step down from banking

General Meeting Closed - 8.20pm

## **P&C AGM 2019**

AGM opened and chaired by Principal Belinda Zorian.

All positions declared vacant.

Committee Nominations presented, voted and accepted.

[2020 P&C Executive Committee Members](#)

President: Jo Stracey

Vice Presidents: Jeanette Baptista and Elise Cooper

Treasurer: Louise Webb

Secretary: Heather Nichols

Due to the changes in office bearers, it was agreed that the following additions and deletions be made to the various bank account authorised signatories and electronic banking authorities;

**Cheque Signatories**

Accounts 062295 10299212, 0622295 10312835, 062295 10344925 and 062247 10249989

Additions: Louise Webb and Jeanette Baptista

Remove: Peter Davis and Julie Cincinato

**Electronic Banking**

Account 0622295 00900637

Additions: Louise Webb and Jeanette Baptista

Remove: Peter Davis and Julie Cincinato