



## WOODLANDS INDEPENDENT PRIMARY SCHOOL

### Parents and Citizens Association Inc

#### Minutes of the General Meeting held on 9<sup>th</sup> February 2015 at 7.30pm in School Library

##### 1. Attendance

Amanda Ranford, Susan de Ruyter, Liz Howe, Narelle Foster, Kylie Sutton, Nicky Bailey, Claire Burt, Sam Wagenaar, Jim Gerrard, Rachel Thompson, Pamela Grubb, Helen Parker,

**Apologies** – Lindsay Back, Michelle Fellowes, Kim Dullard

##### 2. Previous General Minutes

The previous minutes were distributed at the meeting. The minutes were accepted without amendment.

Motion: That the minutes of the General Meeting held on 8<sup>th</sup> December 2014 are received and accepted as a true and accurate record.

Moved: Sam Wagenaar

Seconded: Jim Gerrard

##### 3. Business Arising from the Previous Minutes

Nil

##### 4. Correspondence In/Out

In – Various fundraising catalogues  
Main Road Dept – Children's Crossing & Road Safety Committee

Out – Nil

##### 5. President's Report

See attached report.

Motion: The President's Report as tabled by the President be received and accepted

Moved: Narelle Foster

Seconded: Nicky Bailey

## **6. Treasurer's Report**

We finished the 2014 year with \$112,807 in the bank, however after further costs for 2014 events (fete) the balance was reduced to approximately \$62,000. The Nature Play still has about \$20,000 to be paid.

The total fundraising for 2014 was \$81,626 which is the higher than the previous years (\$58,000 2013, \$55,000 2012). A final audited report will be tabled at the AGM.

Our major fundraising events were: P&C Contributions - \$22,585, Fete - \$19,636, Quiz Night - \$11,078, 50<sup>th</sup> Anniversary Cookbook - \$8,083, Pavers - \$6,208 and Election Stalls - \$4,680.

Urban Orchard came in well below budget at \$18,596 compared to a budget of \$25,000. The canteen almost broke even which was a good result given it was the first full year of wages.

Currently this year's P&C Contributions are low with only about 25% of families paying them. This is due to the fact that many families did not pay them with their stationery order as they didn't use the recommended stationer due to online issues. LH will send out an email advising that contributions can be paid online.

Motion: The Treasurer's report as tabled by Liz Howe be accepted as a true and fair representation.

Moved: Amanda Ranford

Seconded: Susan de Ruyter

## **7. Principal's Report**

The Principal's report is attached. Highlights were:

- 470 students from Kindy – Year 6
- 3 new staff members – Mr Sullivan (Year 2), Ms Sophia Delios (Year 4/5) and Mrs Susie Wass (Year 3)
- Thiona Hinkley is the new nurse
- In-term swimming for PP – Year 4 will take place in Term 4
- Year 3 students will be included in the Inter-school athletics carnival this year due to not having Year 7 students
- Some teachers will be taking Long Service Leave during the year. This will be advised via the weekly newsletter and to Class Reps of the affected classrooms.

Motion: The Principal's report as tabled by Helen Parker be received and accepted

Moved: Amanda Ranford

Seconded: Narelle Foster

## **8. School Board Report – Jim Gerrard**

The School Board is not due to meet until 24<sup>th</sup> February. There has been some changes to the board. The new Board Chairperson is Brett Miller. The new teachers on the board are Robyn Blekenhorst and Mel Jennings.

## 9. General Business

The Meet and Greet will be on **Friday 13<sup>th</sup> March 2015 from 4 – 7 pm**. MR to confirm slides and bouncy castle. A BBQ/Sausage sizzle will be available, will need to arrange a roster. The band from the Fete will be playing as background music. SdR suggested asking if the Year 6's would like to do a stall to raise money for their graduation (such as drinks/cakes/lollies etc).

The Orchard Opening is to be confirmed. It was suggested that it be held prior to the Meet and Greet at 3:30pm. This was thought to be a good idea. MR to follow up with Georgina, Genevieve, Jill and Warren to find out their availability. MR to liaise with Georgina regarding sponsors. MR to liaise with Lindsay with regard to some PR for the event (local newspaper). SdR to write up the invitations for the opening. LH to forward the list of email addresses of those who purchased pavers. NF to merge addresses and send out email invitation. NF to send out invites to sponsors and dignitaries.

Discussions were had regarding Stage 1 of the new playground. There were some delays with getting the equipment over the holidays but work has commenced. It is anticipated that it will be completed before the end of Term 1. PG asked for further clarification as there appeared to be plenty of playground equipment at the school already. As a new family to the school they were not aware of the project. It was suggested that information be sent out via newsletter to all families of the school explaining the stages of the playground and a copy of the plan be sent so that everyone understands what is being proposed. A copy of the plan will also be placed on the school website and the facebook page.

MR explained that 2015 would be a quieter year with regard to events and fundraising after the exhaustive 2014, 50<sup>th</sup> Anniversary year. MR proposed that we have 1 major and 1 minor fundraising event in each term. Some of the below events were suggested; Dad's Campout, Movie Night, Picture Plates/Crazy Camel, Quiz Night, Lapathon, Bingo Night, Wine & Cheese Night, Christmas celebrations. These will all be discussed with the new P&C Committee after the AGM.

A new P&C box was suggested at the front of the school as the one which is currently there is too small and sits the wrong way. This will be discussed at a budget meeting after the AGM.

Comments were made that parents of the school were wanting to see more funds put into their children's education (such as the purchase of readers, mathematics etc), rather than on the cosmetic look of the school. JG explained that the grounds upgrade was part of the Board's Business Plan for the school. The Business Plan will be presented at the budget meeting.

### 13. Action Items

<b>Item No</b>	<b>Detail of Action Item</b>	<b>Person Responsible</b>	<b>Date to be Completed</b>
1	Email to be sent to families regarding P&C Contributions being paid online	LH	20 <sup>th</sup> Feb
2	Advertising of Meet & Greet	AR	20 <sup>th</sup> Feb
3	Confirmation of slides for Meet & Greet	AR	20 <sup>th</sup> Feb
4	Confirm availability for Orchard Opening	AR	22 <sup>nd</sup> Feb
5	Orchard Opening Invites to be created	SdR/NF	22 <sup>nd</sup> Feb
6	Send out email for Orchard Opening	NF	22 <sup>nd</sup> Feb
7	Send out Orchard Opening invites to sponsors and dignitaries	NF	22 <sup>nd</sup> Feb
8	Copy of the playground plan be placed on the school website/facebook page	AR	28 <sup>th</sup> Feb
9	P&C Roles & Responsibilities of Exec positions to be updated	Exec	31 <sup>st</sup> Dec

**Meeting Closed: The meeting closed at 9:35pm.**

**Next meeting date: AGM Monday 9<sup>th</sup> March 2015**

# PRESIDENTS REPORT

## P&C Meeting 10th February 2015

Dear Woodlands parents, carers and staff, on behalf of the Woodlands Primary School P&C Association I would like to extend a warm welcome to new families and teachers and to welcome back existing parents, carers and staff. We wish you a happy and successful 2015 and would love you to join us to make it a successful social and fundraising year too :-)

### **UPDATE:**

- 1) PLAYGROUND: Our much anticipated stage one of the playground **IS** on its way. There was a hold up with supply of the parts over the holidays, however work commenced on Tuesday. A big thank you to our Grounds Committee, principal Kim Dullard and Deano for keeping the ball rolling.
- 2) CANTEEN: Cedric has renewed his contract, and the canteen will be back to normal next week opening on MON, WEDS & FRIDAY. Online ordering is available [www.ouronlinecanteen.com.au](http://www.ouronlinecanteen.com.au)
- 3) UNIFORM SHOP: The uniform shop this year is being run by the lovely Ruth Ashton. It will be open on **WEDNESDAYS from 8.30 - 9.30 am.**

### **NEW BUSINESS:**

- 1) VOLUNTEERS are an integral part of the activities run by the P&C. Your willingness to get involved has resulted in tremendous successes in past years.

Due to the hard work and generosity of parents and friends past and present, fundraising has been able to afford items such as laptops for classrooms, interactive whiteboards, improvements to school grounds and signage, funding towards leavers camps, stage one on the urban orchard, and stage one of the central playground re-vamp.

We are hoping to keep up the momentum generated by last years' successful events - don't worry there won't be another fete - and we need YOU to do it.

Volunteers are required most importantly for the canteen which will be up and running next week and needs at least 2 people per shift (9-11 or 11-1) per day.

Please email Cedric (canteen manager) at [cedricgb@hotmail.com](mailto:cedricgb@hotmail.com) if you would like to help out. Alternatively, pop in and see him on the days the canteen is open.

Volunteers are also needed to join our P&C committee. At the AGM to be held in March all positions will be up for nomination (President, Vice president, Treasurer, assistant Treasurer and Secretary) and we hope to find some motivated bods to put up their hands. Even if you don't want to be a major player, just being part of the general committee helps to provide us with a wealth of new ideas and diversity which is so important in making the right decisions as to how we can support the school in their endeavour to nurture and educate our kids.

Some possible events requiring a volunteer to either project manage or assist in running are:

**Preliminary Event Suggestions** (based on last year's calendar)

**Term 1**

Meet and Greet – Early March  
Orchard Opening  
Dad's Campout

**Term 2**

? Movie Night / ? Bingo Night  
Entertainment Book  
? Crazy Camel and Picture Plates

**Term 3**

? Quiz Night

**Term 4**

Lapathon  
Christmas Carols

**Any other suggestions, feedback and comments are very welcome!**

Lets make 2015 the best year yet :-)

Regards and Thanks

Amanda Ranford  
P&C President

**REMEMBER : MANY HANDS MAKE LIGHT WORK 😊**