Falls Creek P &C AGM Minutes

**Date:** Thursday 20\(^{TH}\) March 2014

**Meeting Opened:** 6:05pm

**Present:** Sandra Spencer, Donna Wyatt, Nicole Humphreys, Rowena Robinson, Linda & Adam Willis, Bonnie Cullen, James Duke.

- **Apologies:** Yvonne Stuckey, Lyn Brown

**Minutes from previous AGM meeting** were read by Donna Wyatt. Moved to be accepted by Sandra and seconded by Nicole.

**Presidents Report**

Submitted by Linda, attached – Donna accepted, seconded by Adam

**Treasurer’s Report**

Submitted by Sandra, attached – Sandra asked what we are saving for, fridges & picnic table, Linda accepted, seconded Adam

**Uniform Report**

Submitted by Sandra, attached - Rowena accepted, seconded by Nicole

**Canteen Report**

Read by Rowena, attached, - Linda accepted, seconded by Donna

**Auditors Report**

Read by Sandra, Sandra moved to be accepted, seconded by Donna

**Principals Report**

Read by Nicole, attached – accepted by Nicole, seconded by Rowena

**Positions: 2013-2014**

Nicole Humphreys declared all positions vacant.

**President** – - Adam Willis, Linda nominated, Rowena seconded - unanimous

**Vice President**- Linda Willis – Nominated by Adam– Seconded by Rowena- unanimous

**Secretary** – Donna Wyatt- Nominated by self, seconded by Linda- unanimous
Treasurer – Sandra Spencer – Nominated by Linda seconded by Rowena, unanimous

Correspondence Secretary- Bonnie Cullen, Nominated by self, unanimous

Canteen Coordinators – James, Rowena nominated, seconded by Linda, unanimous

Uniform Coordinator – Yvonne Stuckey – Adam nominated Sandra seconded, Adam to ring & confirm, yet to be confirmed.

Account Signatories

P&C Account
Sandra Spencer, Adam & Linda Willis

Uniform Account
Yvonne Stuckey, Sandra, Adam & Linda Willis

Canteen Account
James Duke, Sandra Spencer, Adam & Linda Willis

Nicole welcomed all new office bearers and looks forward to working with them during 2013

Closed @ 6:40 pm
Principal’s Report

2013 was a challenging year for Falls Creek Public School. We started the school year with the bridge on Parma Rd being closed which caused many problems as there was no access for vehicles to the school from the highway. A community meeting organised by the school and P&C which invited all councillors was well attended. Most councillors were in attendance with senior council staff to hear our concerns about the bridge closure and repairs.

The bridge was repaired before the end of Term 1 and was then fully replaced with a new concrete bridge in Term 3. Council communicated closely with the school about this and provided a mini bus shuttle service to transport the students across the bridge while large vehicles were banned during construction.

The staff acknowledges the support and good humour of the parents and community during this time as we worked to ensure the safety of our students at the start and end of the school days.

Another big challenge for the staff during 2013 was preparing for the introduction of four new syllabus documents over 3 years. Staff participated in training around the new English syllabus for implementation in 2014. New resources and materials were purchased to support the new content of the syllabus. The new Mathematics and Science and Technology syllabuses will be implemented in 2015 and History will be implemented in 2016.

Mr John Holschier took leave for the whole of 2013 and we were lucky to have two great teachers to job share and teach the 5/6 class in his place. Mr Dion Lalor and Ms Susan Porteous worked well together to meet the needs of the students. Mr Holschier has since resigned from teaching and we wish him well for the future.

Mrs Lyn Brown once again taught the 2/3/4 class. I thank her for her work with the students in her class and acknowledge the extra work she put in to support the P&C throughout the year.

Ms Bonnie Cullen returned in 2013 and took on the roles of release from face to face (RFF) teaching and learning and support (LST). She did these positions proud and worked hard to support all students, especially those requiring extra assistance and support.

The school and P&C continued to work closely together on a variety of issues and events throughout 2013. Your support of the school during Term 1 and the bridge closure was much appreciated as was your support at the end of the year around the issues of Principal reclassification that will affect the school and its community in coming years. Your continued support in this area will be needed.

I thank the P&C for their support and acknowledge the hard work of everyone on the executive: Linda Willis as President, Cathy Luscombe as Vice President, Donna Wyatt as Secretary, Sandra Spencer in her role as the School Banking Coordinator and Treasurer, Yvonne Stuckey as Uniform Coordinator and Rowena Robinson as Canteen Coordinator. The P&C does a lot of work behind the scenes to support the children of the school and I greatly appreciate the effort of all parents who are busy juggling jobs, families, children as well as finding time to work as part of the P&C.

I move that this report be accepted.

Nicole Humphreys

Principal, Falls Creek Public School
Falls Creek Public School P & C Association

Uniform Committee

Financial Summary

For year ended 31st December 2013

<table>
<thead>
<tr>
<th>Income</th>
<th>Expenditure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total</td>
<td>Returned cheque</td>
</tr>
<tr>
<td>1626.50</td>
<td>32.00</td>
</tr>
<tr>
<td>Interest</td>
<td></td>
</tr>
<tr>
<td>4.44</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1630.94</td>
</tr>
<tr>
<td></td>
<td>32.00</td>
</tr>
<tr>
<td>Opening Balance 01.01.13</td>
<td>Closing Balance 31.12.13</td>
</tr>
<tr>
<td>1223.34</td>
<td>2822.28</td>
</tr>
<tr>
<td>2854.28</td>
<td>2854.28</td>
</tr>
</tbody>
</table>

Bank Reconciliation as at 31st December 2013

Bank Balance as per statement 01.01.2013 1223.34

Add deposits 1630.94

2854.28

Less payments 32.00

Closing Cash Book Balance 31.12.13 2822.28
P & C Presidents Report 2013/14

It has been a fantastic year with lots of changes within and around the school driven by a very dedicated group of parents and helpers within the P&C & School Canteen.

The aim of our P&C is to provide a forum for ideas, views and changes within the school. We try to support the students, the teachers and the principal in their decisions and we have a direct input to executive decisions on many issues around educational programmes, funding of projects and improvements around the school.

In 2013/14 the P & C has functioned very efficiently by fundraising with events such as the school disco, movie night, Bunnings BBQ, mother & father day stalls and Easter and Christmas raffles. Because of the excellent support of parents and volunteers in helping run the canteen and supporting these events we have injected into the school many benefits which may have otherwise not been a possibility.

Some of the items we have purchased this year have been a new school banner, sporting equipment and clothing and general upkeep of the grounds, such as tree removal and other maintenance as required. This year we were lucky enough to be the recipients of a thousand dollar community grant from Shoalhaven Mayor Joanna Gash, which will be used to put towards replacing the outdoor seating in 2014. We are also in the process of purchasing fridges for each classroom in the 2014 school year.

As with every year, we need to praise the time and effort put in the P&C and school by our Principal, Miss Humpries and teacher Mrs Brown, who attend every P&C meeting. They both give freely of their time to attend and discuss any issues we raise.

Thank you to our Canteen Coordinator Rowena Robinson who has done a fantastic job running the canteen and ensuring the canteen is run to the healthy canteen guidelines and of course thanks to the canteen volunteers who tirelessly turn up for their duties week after week ensuring our kits eat and eat well. Thanks also must go to our Uniform co ordinator Yvonne Stuckey who also has worked year after year to ensure all out kids look great in their uniforms. A thank you also for all the help of my fellow committee members, Vice President Cathy Luscombe, Treasurer Sandra Spencer and Secretary Donna Wyatt for making our P&C run so effectively over the past year.

As we come to the end of the year and my first P&C president I would like to wish the school community well as it moves forward into 2014.

Best Regards Linda Willis.
The canteen had a successful year in 2013. We decorated the canteen for Easter and had meal deals and sold hot cross buns, participated in the annual Sydney markets fresh fruit campaign, supplied a fruit platter for the disco night, attended canteen network meetings at Berry and Shoalhaven Heads Public schools and was to host one in term 4, unfortunately it was too close to Christmas and the end of term and people couldn’t make it. The meeting was postponed until term 1 this year.

We applied for and were successful in receiving a ‘Greening up the menu grant’ of $500 from Illawarra Shoalhaven Local Area Health District. A food processor has already been purchased and a slow cooker, electric wok, chopping boards and kitchen knives still need to be purchased.

A big thank you to Cathy Luscombe who kindly hosted a thank you luncheon for the canteen volunteers. We all brought a plate and enjoyed her veranda in the cool.

January’s opening balance $4,015.95

**Income**

Daily Takings $9,049.99
Grant $500.00
Network Meeting Catering $95.00
Interest $13.25

$9,658.24

**Expenditure**

Creditors $6,447.74
Purchase food Processor $ 99.00
Donation Falls Creek P & C Ass $2,500.00
$9,046.74

December’s closing balance $4,627.45

I would like to donate $2,500 to the Falls Creek P & C Association from the canteen.

On a closing note, I would like to thank all the volunteers for 2013 your help was greatly appreciated.

Rowena Robinson
Canteen Co-ordinator