

Meeting Minutes – 7 August 2013

Meeting Opened – 7:05pm – Chaired by Jacqui McGee

Present - Lisa Williams, Jacqui McGee, Sharon Weir, Terry Kofod, Naomi Poole, , Sue Cartwright, Jacki Hall, Gail Buswell, Michelle Heyblok, Tony Janssens

Apologies - Warwick Shanks, Ros Mahon, Susan Mills, Tania McInnes, Ruth Woolley

Item		Discussion	Action
Previous Minutes Matters arising	•	13/9/13 confirmed for Trivia Night.	Moved - SW , 2 nd - TK
Treasurer's report	•	See attached.	Moved - TK , 2 nd - SW
Uniform shop report	•	See attached.	
	•	Sales slow at moment.	
	•	Discussion on hooded jacket. GB to get a price for next meeting.	GB to get a price for next meeting.
			Moved - TK , 2nd - SW
Principal's report	•	See attached.	
	•	Leadership program (Captains etc) – much discussion. Year 6 to be part of the vote. Process on school website.	Moved - TK , 2 nd - SW
Fete report (Jackie Hall)			
	•	Fete committee meetings – 6-7pm before P&C in staff room.	
	•	Fete Newsletter going in school newsletter.	
	•	Telstra sponsorship \$2500.	7
	•	Monster raffle – 5000 tickets x \$2	Moved - TK , 2 nd - SW
General Business			
	•	JH raised possibility of Lopees – re-usable school envelopes for notes	
		etc. JH to get more details on prices for next meeting.	JH to get more details on prices for next meeting.
	•	Mrs Leigh retirement. Much discussion. Flowers at assembly 20/9/13.	
	•	Japanese students. Much discussion. School to decide next year if	
		going to take part again.	
	•	No election poll both at school for federal election 7/9/13.	
	•	GB to set up JPS P&C facebook page. TK also admin. LR for fete.	Meeting closed 9:30pm

1 of 5

Jamberoo Public School P & C

Treasurer's Report		7/08/2013
Balance B/forward from	19/06/2013	\$2,912.12
<u>Income</u>		
Contribution & voting right (23)	\$15.00	
Sale of calendars 2013 and Calico bags	\$15.00	
Made in Kiama (Fete)	\$1,030.00	
Commission Student Banking July 2013	\$74.82	
2 x Sponsorship for Fete	\$100.00	\$1,234.82
		\$4,146.94
Less		
<u>Expenditure</u>		
Direct Debit - So They Can (June & July)	\$100.00	\$100.00
		\$4,046.94
Balance at bank 6/08/2013		
		\$4,046.94

Term Deposit of \$8418.61 matured on 8/7/13. Received \$56.67 in interest.(3 months @ 2.7%) Principal and interest was reinvested for 3 mths @2.45%, to mature on 8 October 2013.

Commitment of funds for 2013

So They Can (Total pa \$600) Commenced August 2012 (SRC \$300)	300
Presentation day	500
P & C affiliation & insurance (Cash and property)	1000
JPS - Service Award Presentation day(Burnetts Trees)	100
	1900

We are currently not earning any interest on our cheque account (<\$5000), as interest rates are so low - however we are not paying any fees.

I have the paper work to complete for the TFN.

I still need to contact the ACNC (Australian Charities Not for Profit Commission) to determine if we need to register - as Charitable. Alternatively we may be "Self Assessing" or "Taxable Non - Profit". But we have just received an advise from the Aust Govt regarding our Charity's ACNC user name and password; and details to register the 2013 Annual Information Statement. I will also see guidance from the P & C affiliation for a greater understanding as we may not need to register but still complete some form of annual return.

Sharon Weir Treasurer

JPS P&C Uniform Shop

Income & Expenditure Statement Report 28-Jul-13 Income Opening balance from \$ 502.57 19-Jun-13 Sales (general ledger) \$ 686.00 Bank Interest \$ 686.00 Subtotal **Less Expenses** LW Reid (various) 104.90 Subtotal \$ 104.90 Book Balance \$ 1,083.67 **Bank Statement Reconciliation** Balance as per 28-Jul-13 1,083.67 Add unpresented Deposits \$ Less unpresented Cheques \$ 1,083.67 As per Book Balance Outstanding Invoices (to be paid) DDI (hats) \$ 717.97 TOTAL \$ 717.97 NOTE: Float of \$40 kept in Uniform Shop **Current Uniform Stock** Based on stocktake done 26-Jul-13 Cost Value 11,208.97 \$ Retail Value 12,555.00 Gail Buswell and Ruth Woolley

JPS P&C Uniform Shop

Principal's Report – 7 August 2013

- Staff
- Jamberoo welcomes Mr Dave Robinson as our new General Assistant after his successful appointment through Merit Selection. Thank you to Terry Kofod for volunteering time to be on the Selection Panel.
- Mrs Del Leigh has announced her decision to retire effective day 1 term 4.1 will notify staffing about the position. Staff discussing retirement function. Do P & C wish to be involved? Discuss further in general business.
- ➤ Mrs Behl-Shanks will be on leave week 8 & 9 Mrs Hope Moore will be taking the Swamp.
- Mrs Gibson Dean will be on maternity leave Semester 1 2014 with a view to return part time 3 – 4 days per week in Semester 2. Will keep parents informed of staffing considerations as they are decided.
- Future staffing issues will be the Librarian/ RFF position as well as 1 classroom teacher.
- · School issues
- Jamberoo successfully passed school audit today. A big thank you to our very efficient SAM.
- Now that Education Week and audit are completed I will be looking at school planning for 2014. This will include class structures, staffing, surveys and community involvement in ASR and School Plans for 2014.
- Japanese visit went well but was disappointed with community response. I understand that the conditions stipulated by the organisers made it very difficult for many families. Would like P & C to discuss this in general business for future directions if we are approached in 2014.
- Parents
- Jacqui McGee has approached me for Merit Selection training. I will be following this up next week.

Sue Cartwright