



**Beaumont Road Public School Parents & Citizens' Association Incorporated**

**P&C Meeting**  
**School Staff Room**  
**Wed 9<sup>th</sup> September, 7:50pm to 10:50pm**

In attendance	Emma Bromley (EB) Carey Francis (CF) Elle Turchini (ET) Geeta Sully (GS) Meredith Holt (MH) Malcolm McDonald (MM) Nicholas Walker-Levy (NWL)
Apologies	Annelise Woo Ruiz (AWR) Shane Chenery (SC) Helen Hogben (HH) Julie Ward (JW)

Item #	Description
1.	<b>President's opening &amp; welcome</b>
2.	<p><b>Open Action Items</b></p> <ul style="list-style-type: none"> <li>• Open Action items discussed and Closed Action items updated</li> </ul> <p><u>Decision:</u> EB moved that P&amp;C fund half the costs of the replacement nets at the cricket pitch. NWL seconded.</p> <p><u>Action:</u> CF to update SRC on funding requests made by the SRC.</p> <ul style="list-style-type: none"> <li>• Minutes of the previous meeting to be revised and re-distributed.</li> </ul>
3.	<p><b>Principal's report</b></p> <ul style="list-style-type: none"> <li>• Y5-6 excursion to Canberra was a success, thanks to MM and the teachers who did a fantastic job</li> <li>• School long-term cleaner is finishing and MM is looking for a school cleaner</li> <li>• DEC costing for multi-purpose room has come back at \$320k to \$340k so we need to consider other ideas</li> </ul> <p><u>Action:</u> MM to find out from DEC if the P&amp;C can buy and place a demountable on the school grounds. P&amp;C to own and pay the school for cleaning and maintenance.</p> <p><u>Action:</u> CF to talk to the School Council to prioritise the long term building committee setup.</p> <p><u>Action:</u> CF and MM to further investigate extension of the playground</p>
4.	<b>Confirm the Executive Committee's decisions</b> no decisions to note or confirm.
5.	<p><b>Treasurer's report</b> submitted and noted.</p> <p><u>Action:</u> SC to confirm that all the canteen income is captured against its profit centre (e.g. income allocated back to the canteen after events that use canteen stock and staff time, cheques received from the office for in-school catering).</p>



Item #	Description
6.	<p><b>Subcommittees:</b></p> <ul style="list-style-type: none"> <li>• Band: Jane Stormon <u>Decision:</u> Simon Tedeschi concert will not have P&amp;C funded catering.</li>   <li>• Canteen: Elle Turchini Equipment in the canteen is at 'end of life' and needs to be replaced. <u>Decision:</u> In case anything breaks, Elle to email Exec to get a decision to hire or to buy new equipment. <u>Action:</u> NWL to see if he can get a Sydney contact who could review the canteen and provide redesign suggestions. <u>Action:</u> ET to get quotes on replacement equipment and present at next meeting.</li>   <li>• Uniform shop: Debbie Fung. No actions or decisions.</li>   <li>• Fundraising sub-committee: TBC. No actions or decisions.</li>   <li>• Class Parent Network: Helen Hogben. No actions or decisions.</li>   <li>• Technology: Annelise Woo Ruiz. Nothing to report. <u>Decision:</u> Technology subcommittee has been moved to dormant.</li> </ul>
7.	<p><b>Other reports:</b> P&amp;C President's report submitted and noted</p> <ul style="list-style-type: none"> <li>• Windup cheque from old OOSH received for \$46k</li> </ul>
8.	<p><b>Motions on notice</b></p> <ul style="list-style-type: none"> <li>• \$30 donation to Northern Sydney District Council – P&amp;C Federation. <u>Decision:</u> CF put forward the motion for P&amp;C to pay the \$30 donation and EB seconded.</li>   <li>• Transparency of options available for scripture, non-scripture and ethics. <ul style="list-style-type: none"> <li>○ Chair role handed over from CF to NWL</li> <li>○ CB discussed the transparency of options</li> <li>○ P&amp;C had a discussion in consultation with MM</li> </ul> <u>Decision:</u> Not a P&amp;C matter. CF (as Ethics volunteer) and MM to have a discussion on how to move forward. <ul style="list-style-type: none"> <li>○ Chair role passed back from NWL to CF.</li> </ul> </li> </ul>



Item #	Description
9.	<p><b>General Business</b></p> <ul style="list-style-type: none"> <li>Scholastic Book fair offer discussed and decided not to proceed.</li> <li>Road safety around the school discussed. EB brought sample signage from the Council.  <u>Decision:</u> Crossing sign (red backed) to be put up near the school crossing. Remaining signs are a school / MM prerogative to put up.  <u>Action:</u> MM will talk to staff about individual classes going outside to talk about the new sign and road safety in general.  <u>Action:</u> MM to talk to the Council about a “rumble strip” on the pedestrian crossing and possibly a ranger outside the school.</li> </ul> <ul style="list-style-type: none"> <li>No Correspondence</li> </ul>
10.	<b>CLOSE: Meeting Closed 10:50pm</b>

### Action Items

Open Action items		Who	Due
Term1_15_1	Sponsorship: File the current sponsorship records on Google Drive Research examples of sponsorship policies	EB CF & LH	Term2 meeting Term3 meeting Term4 meeting
Term2_15_7	MM to draft a one page summary on specialist programs that the P&C could support (eg Multi Lt Program)	MM	Term3 meeting
Term2_15_10	Brief volunteers (x2) for the Assistant Treasurer on the role	Shane	Term3 meeting
Term2_15_11	Investigate the reminder for the workers compensation premium	SC	Term3 meeting
Term3_15_2	Install benches close to the play equipment	MM	Term4 meeting
Term3_15_3	Investigate options to attach additional play equipment onto the existing play equipment	CF & MM	Sept
Term3_15_5	Investigate feasibility and cost of an awning apron around the canteen	CF & MM	Sept
Term3_15_6	Investigate options and costs of ventilation in the assembly hall	CF & MM	Sept
Term3_15_8	File the electronic copy of the 2014 financial accounts on our Google Drive/FINANCE/2014	SC	Term3 meeting



Open Action items		Who	Due
Term3_15_10	Investigate the provision of a set of school blazers for official school teams. Briefly looked and discussed at the Sept meeting. Still open.	DF	Sept
Term3_15_12	CF to update SRC on funding requests made by the SRC	CF	Term 4
Term3_15_13	MM to find out from DEC if the P&C can buy and place a demountable on the school grounds. P&C to own and pay the school for cleaning and maintenance.	MM	Term4
Term3_15_14	CF to talk to the School Council to prioritise the long term building committee setup.	CF	Term4
Term3_15_15	CF and MM to further investigate extension of the playground.	CF / MM	Term4
Term3_15_16	SC to confirm that all the canteen income is captured against its profit centre (e.g. income allocated back to the canteen after events that use canteen stock and staff time, cheques received from the office for in-school catering).	SC	Term 4
Term3_15_17	NWL to see if he can get a Sydney contact who could review the canteen and provide redesign suggestions.	NWL	Term4
Term3_15_18	ET to get quotes on replacement canteen equipment and present at next meeting.	ET	Term4
Term3_15_19	MM will talk to staff about individual classes going outside to talk about the new crossing/safety sign and road safety in general.	MM	Term4
Term3_15_20	MM to talk to the Local Council about a "rumble strip" on the pedestrian crossing and possibly a ranger outside the school.	MM	Term4
Closed Action items		Who	Completed
Term1_15_2	Send a costing proposal for the friendship programs to the Exec	Linda Hutton	Term2 meeting
Term1_15_3	CF will table lice outbreaks at the School Council meeting on 13 <sup>th</sup> March and provide an update	Carey Francis	Term2 meeting
Term2_15_1	Lodge P&C 2014 financial accounts with NSW Fair Trading	SC	Term3 meeting
Term2_15_2	MM and CF to write a formal note and vote of thanks to the fundraising committee.	MM / CF	Term3 meeting
Term2_15_3	Exec committee to look into short/medium/long term options and bring to next P&C meeting.	Exec/CF	Term3 meeting



Open Action items		Who	Due
Term2_15_4	Send MM the pest inspection bill for the school to pay.	ET	Term3 meeting
Term2_15_5	Organise the supply and installation of the canteen blinds	MM	Term3 meeting
Term2_15_6	Lice outbreak processes	CF	Term3 meeting
Term2_15_8	Provide information on defibrillator for the school for inclusion in the fundraising goals	MM	Term3 meeting
Term2_15_9	Distribute the 2015 meeting schedule	GS	Term3 meeting
Term3_15_1	Confirm the ethos of the band program	JS	Term3
Term3_15_4	Ensure that the canteen is open for sales during pet show on the last day of term 3	ET	Sept
Term3_15_7	Progress completion of the SRC funding requests allocated separately to the school for completion	CF	Term3
Term3_15_9	Renew P&C Federation membership and purchase insurance through P&C Federation	CF	31 July 2015
Term3_15_11	Remind parents and children of NSW traffic rules	MM	Term3

### 2015 Decisions

Description	Meeting Date
P&C has a new Constitution.	10 March 2015
P&C has adopted the WHS policy, the Code of Conduct and the Grievances, Complaints and Disputes Procedure.	10 March 2015
P&C committed an additional \$25k for the multi-purpose room, bringing the total set aside to \$125k	10 March 2015



Description	Meeting Date
If Uniform Shop is out of stock, P&C does <u>not</u> pay for alterations to uniforms.	06 May 2015
P&C supported the concept of running parenting information seminars in general once a term. P&C supported the recommendation to run the friendship program.	06 May 2015
Attendance of the Y6 farewell event will be free for Y5 and Y6 students. The cost will be split between the school and the P&C.	06 May 2015
The P&C will pay 50% of the final cost of new metal picnic tables with its contribution capped at \$7.5k.	29 July 2015
The P&C approved a budget of \$500 to purchase bar tables for social events.	29 July 2015
The P&C approved to fund half the costs of the replacement nets at the cricket pitch.	09 September 2015
Simon Tedeschi concert will not have P&C funded catering.	09 September 2015
In case anything breaks at the Canteen, Elle (canteen subcommittee head) to email Exec to get a decision to hire or to buy new equipment.	09 September 2015
Technology subcommittee has been moved to dormant.	09 September 2015
The P&C approved to pay the \$30 donation to the Northern Sydney District Council – P&C Federation.	09 September 2015
It was decided that transparency of options available for scripture, non-scripture and ethics is not a P&C matter. Ethics volunteer and/or coordinator to raise with the school principal in the first instance.	09 September 2015
P&C agreed to support putting up the crossing sign (red backed: Stop/Look/Listen) near the school crossing. Parking related signs are a school / MM prerogative to put up.	09 September 2015