



**THORNLEIGH-WEST PUBLIC SCHOOL
P&C Meeting Minutes
Tuesday 6 September 2011**

1.0 Opening and Apologies

Meeting held at TWPS library Tuesday, 6 September 2011. Meeting opened at 8.00pm.

Attendees: Paul Miller, Dana Logiudice, Kelly Belcastro, Gordon Dracup, Delvene Bee, Veryan McAllister, Alex Ravallion, Jenny Chaplin, Kirsty McGeachie, Narelle Bowly, Laurelle Knight, Margaret Cother, Annemarie Hoek, Michelle Wood, Helen Roberts, Kerry Hoffman

Apologies: Lisa Patchett, Stuart Bidwell, Anne Basset, Janda Tanner, Lesley Ziegler, Finbar O'Doherty

2.0 Minutes of the Meeting – 2 August 2011

Amendments to minutes:

6.3 \$415 Sloppy Joes at uniform shop should be \$15.

Proposed Helen Roberts, Seconded Jenny Chaplin

3.0 Business Arising from Previous Minutes

6.4 Canteen - Needed to clarify that amount not paid of \$7091.43 was outstanding to suppliers not outstanding by parents – Dana advised amount was owed to suppliers.

6.7.3 50th anniversary – Janda to give costing to Gordon. Paul Miller advised ball park amount of \$2000 (\$400 balloons, \$1000 cake, \$400 media, and \$200 incidentals. Will have gold coin donation.

Veryan – does this sit ok with budgets? – Gordon should be ok.

6.9 Key to uniform shop/meeting room

Paul - if the key that opens meeting room from hall is different then solution is not to give this key when hiring hall. Or can the uniform shop be accessed?

Action: If uniform shop key needs to be re-keyed then get both the internal and external doors same so only one key needed. Helen to follow up.

8.2 From the Floor

Handrail Quarter sessions road – council repair all done.

Clarification of policy swapping lunches Paul advised done internally – to be reiterated and will continue to do so.

Flexischools/Canteen orders – how to check kids have order – Gordon suggested stick list of orders on door. Kindy teacher to liaise with Karen – put note in bucket and Karen to verify on the day.

4.0 Correspondence

No correspondence to report

5.0 Principal's Report

5.1 Principal's Report

6th September, 2011



Principal's Report...

"The most important thing in raising a child is not to try to put the stamp of the past on that child, but to give that child the freedom to grow and explore." - Catherine Bateson

Upcoming Events

- Oz Opera 'Sid the Serpent' 9th September
- Swimming Scheme starts 12th September
- P&C Mch. BBQ 15th September
- Yr 1 Field to Fate excursion 15th September
- Kindergarten visit 'Penberble' 16th September
- Primary Proms Fun & Band 19th September
- Principal's Morning Tea 22nd September
- First Day of Term 23rd September
- Term 4 resume 6th October

Other

1. **NAPLAN 2011**
 - Results due back at school this week
 - Disseminated to parents next week (if any the)
 - Yr 5 - no growth data for writing
 - Text Type (Persuasion) will be same for at least 2012 & 2013
2. **Past student's' achievements**
 - Past students Michael Gamble and Madeleine Wozniak have both been elected to the position of School Vice Captain at Pennant Hills H.S. - congratulations
3. **Chinese Delegations visit**
 - 27 Chinese Principals visiting tomorrow
 - Performance by students (Choir & Kinders)
 - Visits to classrooms
 - Focus on links with Asian countries
4. **Proposed Industrial Action**
 - Some teachers in attendance on Thursday
 - No regular classes held
 - Parents encouraged to have students remain at home
 - Minimal supervision available only.
5. **Spring Fair**
 - Thanks to organising committee and all volunteer helpers
 - Excellent Spring Fair and great involvement of wider community
6. **Newsletter**
 - Deadline 2.00pm Tuesday due to changes in format

Paul Miller
Principal
6th September, 2011

5.2 Principal's Reports Notes from meeting

1. Naplan – results to go out over the next week. Progress Year 3-5 – normal is 1 school band
3. Chinese delegates – 24 not 27 delegates. Lessons have started in Mandarin with year 6
4. Industrial action – Majority of teachers attending, advised in newsletter. Students will not be marked as absent and will have not impact on attendance record
5. Spring Fair – Had a ball – great community PR
6. Newsletter – Changes in format made in response to survey. A3 with staple which halves cost however means has to be 4, 8 or 12 page etc
Veryan suggested keeping deadline as Monday. All sponsors to be jpeg rather than current cut and past

Surveys – 150 returned surveys. Great response usually only 40-60. Currently collating data

6.0 Other Reports – from P&C Subcommittees

6.1 President – Dana Logiudice

Dana advises Woolworths Earn and Learn, currently have approx 8000 points. Have had a fantastic response including interstate. Ending 18th of September.

6.2 Treasurer – Stuart Bidwell

6.2.1 Financial Report 6th September 2011

Thornleigh West Public School P&C
Financial Report 6th September 2011

We are projecting being \$1,368 ahead of budget at the end of the year:-

Thornleigh West Public School P&C Financial Report 6 th September 2011				
	CR	DR	Balance	Budget
Main P&C Account	\$66,070		\$66,070	\$81,684
Learning Support		\$17,499	\$68,571	
Class Money/Expenses		\$7,200	\$61,371	
Interactive Whiteboards		\$8,000	\$53,371	
Air-conditioning (BFR classes)		\$11,000	\$42,371	
Employment & Admin Expenses		\$10,325	\$32,046	
Bund payment		\$4,000	\$28,046	
Dance Group		\$2,000	\$26,046	
Projected surplus against budget				\$1,368
Uniform Shop	\$33,068			
Canteen	\$16,300			
Term Deposit	\$19,683			
Total Cash at bank	\$156,325.00			

Total income from the Spring Fair was \$62,765 and expenses of \$26,411 giving a net profit of \$36,354.

This is an excellent result given that tickets numbers and attendance seemed to be down, and would point towards more profitable stalls and lower expenses than previous events.

A cheque to the school for \$36,699 will be presented at the P&C meeting. This amount is derived from the original school submissions for Learning Support, Class Money, Interactive Whiteboards and Air-conditioning detailed above.

There is a proposal to install a Point of Sale system in the Uniform Shop. Initial investigation is under way, and the cost is likely to be \$6k to be funded primarily from Uniform Shop funds received from dormant clothing pool funds recovered.

There is a steady rise in canteen ordering using Flexishools, and this will be encouraged in Term 4, prior to the complete switch in Term 1, 2012. Discussion is under way regarding processing of manual orders in 2012 and how best to discourage this.

Gordon Dracup
Assistant Treasurer

6.2.2 Notes on Financial Report in meeting

Spring fair income more than last year! People numbers down but more profitable.

Helen – was aircon paid for already. Gordon, chocolate fund – held now, aircon paid for.

Margaret – wanted to make note, not many schools online.

Believe may be extra cash available – bad etc not needing but budgeted for.

6.3 Uniform shop – Helen Roberts

Helen ran through how the POS would work vs. MYOB. Will give more accurate stock, more timely, reorder levels etc. Will get rid of queue to pay and can be linked to Flexischools. Processing cost per sale approx 3% vs eftpos 1.5%.

Veryan – will need to ensure have back up for manual orders.

Proposal to spend \$2500 for use of flexischools POS - to be used on current PC rather than hardware/software package costing over \$5000. This can be funded by \$5000 found in extra account.

Motion to adopt POS: Proposed by Helen, Seconded Gordon. All in favour. Motion passed.

Currently drumming up volunteers for Kindy orientation.

6.3.1 Uniform Shop Report

UNIFORM SHOP REPORT

(Figures are approximations as at 6/9/11)

FINANCIAL POSITION IN A SNAPSHOT

Cash in bank	\$35,430.62
Outstanding debt to suppliers	\$509.01
Pre loved cheques to be cashed	\$413.50
<hr/>	
Balance of cash	\$34,508.11

Sales from 3 Aug to 6 September = \$7,155.00.

Sales - Sloppy Joes x 20; Polo Tops s/s x 30; Track Pants x 21; Polar Fleece x 22.

Hats – the new style hat which will provide better sun protection and not fade; one-size fits all will be arriving in approx. 2 weeks. Will be the same price of \$17 as previous hat.

Summer Dress/Summer Formal Shirts (boys & girls) – production due to commence with a delivery date of mid-November.

Kindy Fit-outs – offering appointments to parents of new Kindy kids for 2012. Lesley Ziegler taking the lead with this. A notice will appear in tomorrow's WW and we've also made contact with Larool Preschool, St Stephen's Preschool & Pennant Hills War Memorial Children's Centre. Aiming to cover Westleigh Day Care as well.

Socks – have introduced navy socks to the uniform shop. Varying sizes at \$4.50 per pair.

Specials – we still have a range of items on sale including the girls formal skirt; girls shorts; sloppy joes; track pants and polar fleeces – these are all \$15 each. Larger size items (16J/10A – 16A, XXL etc) of various items are also available and only \$10!

6.4 Canteen – Karen Edmond

Presented by Dana on behalf of Canteen committee

New canteen committee new convener Chloe Lorente met last Friday.

Discussed Green Monday as it is not profitable. Karen spoke to Lisa Ferris why Mondays slow – suggested stop Green Monday as not restricted by any policies. I.e. Students can still buy amber snacks anyway and can still order all items on a Monday through flexischools. Thinking of moving hot dogs to Monday to increase sales. Committee decided to drop green Monday for term 4 and make some significant price adjustments and menu changes to trial.

Gordon – Need a few volunteers. Won't be printing any more menus. Canteen does not make money. Have to find ways to reduce time and effort. Was Karen going to look at ½ day shifts for volunteers – isn't this already in place

6.5 MDFDGG – Dana Logiudice

Huge day. Profit kept separate from P&C and to be decided by Committee for use within the school.

Tweaked numbers of tables to reduce queuing and extended sittings from last year. Funk band were fantastic and played through all sittings.

Gift shop sales down – possible reasons include being out in COLA and not seen by kids as out of bounds and out of sight so will look at changing next year.

A thank you to all helpers and Mrs Williamson for portraits – great to have these and set the mood. Point by Mrs Williamson – kids talked to family about dad when a kid, a really good family thing.

6.6 BASC – Laurelle Knight

Uniform discussed – Lisa is keen to have them wearing uniform. Polo shirts, fleeces and name badges are currently being put in place.

Kelly – wanted to give feedback how valued BASC is. It needs to be given credit it deserves. It is a big asset to the school.

Helen asked about space issue – Paul advised space is being documented at 105 students. A solution has been worked out as long term solution for 105 students (full capacity).

6.6.1 BASC Financial Report year end June 2011

Thornleigh West Public School After School Care Centre Detailed Statement of Financial Position As At 30 June 2011

	2011	2010
	\$	\$
Non-Current Assets		
Property, Plant and Equipment		
Furniture & Fittings - at Cost	6,551.00	6,551.00
Less: Accumulated Depreciation	(6,551.00)	(6,551.00)
Plant & Equipment - at Cost	34,532.13	32,611.11
Less: Accumulated Depreciation	(28,283.00)	(26,695.00)
Improvements - Verandah	14,609.09	14,609.09
Less: Accumulated Depreciation	(2,555.46)	(2,190.46)
	18,302.76	18,334.74
Total Non-Current Assets	18,302.76	18,334.74
Total Assets	103,782.33	112,315.97
Current Liabilities		
Payables		
Unsecured:		
- Other Creditors	17,136.21	11,622.23
	17,136.21	11,622.23
Financial Liabilities		
Unsecured:		
- CCB Received in Advance	4,393.68	5,354.40
	4,393.68	5,354.40
Provisions		
Provision for Holiday Pay	11,769.72	305.44
Provision for Sick Pay	15,617.23	9,390.50
Provision for Doubtful Debts	770.24	30.24
	28,157.19	9,726.18
Total Current Liabilities	49,687.08	26,702.81

These financial statements are unaudited. They must be read in conjunction with the attached Accountant's
Compilation Report and Notes which form part of these financial statements.

Thornleigh West Public School After School Care Centre
Detailed Statement of Financial Position As At 30 June 2011

	2011	2010
	\$	\$
Non-Current Assets		
Property, Plant and Equipment		
Furniture & Fittings - at Cost	6,551.00	6,551.00
Less: Accumulated Depreciation	(6,551.00)	(6,551.00)
Plant & Equipment - at Cost	34,532.13	32,611.11
Less: Accumulated Depreciation	(28,283.00)	(26,695.00)
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Thornleigh West Public School After School Care Centre
Detailed Statement of Financial Position As At 30 June 2011

	2011	2010
	\$	\$
Non-Current Liabilities		
Provisions		
Provision for Long Service Leave	14,133.23	9,473.25
	<u>14,133.23</u>	<u>9,473.25</u>
Total Non-Current Liabilities	<u>14,133.23</u>	<u>9,473.25</u>
Total Liabilities	<u>63,820.31</u>	<u>36,176.06</u>
Net Assets	<u>39,962.02</u>	<u>76,139.91</u>

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**Thornleigh West Public School After School Care Centre
Cash Flow Report**

For the period 1 November 2010 to 30 June 2011

	Nov 2010	Dec 2010	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	Jun 2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Cash Flows									
Revenue									
Daily Fees & Registrations	15,656	32,331	634	16,525	34,167	20,413	27,077	30,423	177,226
Childcare Benefit	7,052	2,563	0	158	5,352	920	1,378	1,172	18,596
Support Subsidy	0	0	0	0	0	0	0	1,311	1,311
Interest Received	0	0	0	240	0	0	0	26	266
Total revenue	22,708	34,895	634	16,922	39,520	21,333	28,455	32,933	197,400
Expenditure									
Accountancy	0	1,250	0	0	1,050	0	0	1,400	3,700
Advertising and Promotion	0	0	0	195	0	0	0	0	195
Bank Charges	10	16	11	25	68	80	21	101	332
Children's Activities - Craft	71	106	22	128	1,082	271	94	0	1,774
Children's Activities - Cooking	331	151	0	274	280	74	237	0	1,346
Children's Activities - Other	39	0	0	0	0	0	0	0	39
Children's Activities - Equipment	351	644	0	409	527	0	338	345	2,614
Children's Activities - Excursions	341	273	0	0	0	191	0	0	805
Computer - Internet	45	45	45	45	45	45	45	45	364

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**Thornleigh West Public School After School Care Centre
Cash Flow Report**

For the period 1 November 2010 to 30 June 2011

	Nov 2010	Dec 2010	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	Jun 2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Equipment without GST	0	182	0	7	538	26	19	0	772
Equipment Purchases	245	1,005	0	921	2,027	0	0	0	4,198
Food & Drink	774	420	0	808	995	212	961	0	4,169
Insurance	0	77	0	0	0	0	0	0	77
Petty Cash	0	0	0	0	0	0	0	1,644	1,644
Printing & Stationery	27	110	0	11	0	0	377	0	525
Staff Amenities	0	9	0	0	68	0	0	0	77
Subscriptions	733	134	0	202	12	162	1,000	805	3,048
Sundry expenses	9	111	0	0	0	0	84	0	205
Superannuation	0	0	5,786	0	0	53	0	0	5,839
Telephone	0	0	0	96	32	0	32	63	222
Wages	24,918	29,249	0	24,950	19,534	15,550	19,988	25,705	159,893
Total expenditure	27,894	33,783	5,864	28,071	26,257	16,664	23,197	30,108	191,837
Net cash inflow	(5,186)	1,112	(5,230)	(11,149)	13,263	4,669	5,259	2,825	5,563

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**Thornleigh West Public School After School Care Centre
Cash Flow Report**

For the period 1 November 2010 to 30 June 2011

	Nov 2010	Dec 2010	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	Jun 2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Capital Cash Flows									
Non Current Assets									
Plant & Equipment - at Cost	0	0	0	0	0	0	0	(1,032)	(1,032)
Current Liabilities									
GST Collected Account	387	0	0	0	368	0	0	131	886
GST Payable Account	(206)	(380)	(8)	(204)	(499)	(69)	(201)	(372)	(1,939)
Net cash inflow	(5,004)	732	(5,238)	(11,352)	13,131	4,600	5,057	1,552	3,478
Opening Cash at Bank	74,028	69,024	69,756	64,518	53,165	66,297	70,896	75,954	74,028
Closing Cash at Bank	69,024	69,756	64,518	53,165	66,297	70,896	75,954	77,506	77,506

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Thornleigh West Public School After School Care Centre
Detailed Statement of Financial Performance
For the period 1 November 2010 to 30 June 2011

	Nov 2010	Dec 2010	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	Jun 2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Income									
Daily Fees & Registrations	18,733	24,601	1,077	21,476	39,028	12,621	30,645	29,994	178,175
Childcare Benefit	7,052	2,563	0	158	5,352	920	1,378	1,172	18,596
Support Subsidy	0	0	0	0	0	0	0	1,311	1,311
Interest Received	0	0	0	240	0	0	0	26	266
Total income	25,785	27,164	1,077	21,874	44,380	13,541	32,023	32,504	198,349

Expenses									
Accountancy	1,250	700	350	350	700	350	350	700	4,750
Advertising and Promotion	0	0	0	195	0	0	0	0	195
Bank Charges	10	16	11	- 25	68	80	21	118	349
Children's Activities - Craft	71	106	22	128	1,082	271	94	30	1,804
Children's Activities - Cooking	331	151	0	274	280	74	237	38	1,385
Children's Activities - Other	39	0	0	0	0	0	0	0	39
Children's Activities - Equipment	351	644	0	409	527	0	338	494	2,763
Children's Activities - Excursions	341	273	0	0	0	191	0	0	805
Computer - Internet	45	45	45	45	45	45	45	45	364

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Thornleigh West Public School After School Care Centre
Detailed Statement of Financial Performance
For the period 1 November 2010 to 30 June 2011

	Nov 2010	Dec 2010	Jan 2011	Feb 2011	Mar 2011	Apr 2011	May 2011	Jun 2011	2011
	\$	\$	\$	\$	\$	\$	\$	\$	\$
Equipment without GST	0	182	0	7	538	26	19	0	772
Equipment Purchases	245	1,005	0	921	2,027	0	0	0	4,198
Food & Drink	774	420	0	808	995	212	961	1,324	5,493
Insurance	0	77	0	0	0	0	0	0	77
Printing & Stationery	27	110	0	11	0	0	377	56	581
Staff Amenities	0	9	0	0	68	0	0	0	77
Subscriptions	733	134	85	202	12	162	1,000	805	3,133
Sundry expenses	9	111	0	0	0	0	84	0	205
Superannuation	1,741	2,732	0	1,542	1,675	1,969	1,519	2,456	13,634
Telephone	0	0	0	96	32	0	32	63	222
Wages	19,946	33,626	0	27,772	12,355	17,241	17,212	28,812	156,963
Total expenses	25,914	40,341	513	32,785	20,402	20,621	22,290	34,942	197,809
Net Profit from Ordinary Activities before income tax	(128)	(13,177)	564	(10,911)	23,978	(7,080)	9,733	(2,438)	540

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6.6.2 BASC Coordinators Report - 6 September 2011

THORNLEIGH WEST PUBLIC SCHOOL BASC CENTRE Coordinator's Report - 6th September 2011	
ISSUE	COMMENTS / ACTION
Enrolments/Attendance	<p>Attendance for this term has been steady with an average of 190 children attending BASC per week and 399 attending ASC per week.</p> <p>Our attendance has remained steady since the beginning of term.</p> <p>I have stated collecting enrolments for 2012. We are however, unable to confirm places until our current bookings confirm their intentions for 2012.</p>
Finances	
Staffing	<p>We have employed three new casual staff members Breanan Avis, Matthew Bowron and Rachel Attenbrough.</p> <p>I am also sad to say that Clare will be leaving us at the end of term as she has accepted a more permanent position elsewhere.</p>
Professional Development	<p>Sarah Logan, Dan Townsend and Matt Bowron will be attending a Free Community Coaching course on 24th September for our AASC Program.</p>
National Standards/ Regulations	<p>The School Age Framework My Time, Our Place was officially launched on August 19th.</p> <p>Spacing requirements for 2012 are now in negotiations with the School.</p>
Program	<p>We have begun the AASC program and it has had mixed success mainly due to coaching issues and the children adapting to a new routine.</p> <p>Over the next week the children will have a say in what activities will be chosen for Term 4 and Term 1 and 2 of next year.</p>
Administration	<p>I am working on developing an Anaphylaxis management policy and procedures.</p> <p>I have drafted a vacation care survey which the committee has approved and it will be distributed</p>

	in the Wednesday Weekly next week.
Miscellaneous	
COORDINATOR'S SIGNATURE:	DATE:
Lisa Whittaker	6 th September 2011

6.7 Fundraising

6.7.1 General

6.7.2 Spring Fair – Helen Roberts – presented report written by Lisa.

Helen also advised:

May need look at info for new class parents, it may be worth looking at separating class parents and spring fair parents.

They had no detailed notes of previous fairs and needed to chase – currently compiling up to date notes.

Final spring fair meeting to get final reports from each stall in a few weeks date to be advised.

For future organisers and reference, 100 hours plus were invested by Helen and Lisa to organise the fair.

Veryan formally thanked Lisa and Helen outstanding work and great job

6.7.2.1 Spring Fair Report

SPRING FAIR REPORT

Findings from the TWPS Spring Fair 2011

Findings

Initial Survey seeking feedback from School Community

The initial survey was developed to seek feedback on the Stalls/activities that were most popular at the Fair.

The stalls/activities listed were culled from over the reports of the Spring Fair of the last 3 years. The most financially viable were listed on the survey.

The survey was sent to each child in each class, and approximately 28% responded to the survey.

Some points to ponder:

Not all meetings had attendees from each Class. This was unfortunate as communication did become difficult at times. I know that we have an orientation for the new parents in Kindy re the responsibilities of a Class Parent. Possibly we need a refresher for all parents or at least a responsibility sheet so people understand the role.

Using the TWPS Hotmail account was a good tool. It was easy to disseminate information to Class Parents/representatives and to receive information. I also used my personal e-mail for some communication to vendors and agencies.

The use of personal mobile phones was necessary. This may be a financial issue in the future as my bill was certainly higher than normal.

Clear, unambiguous instructions in relation to the general running of the Fair were not available. A lot of time was spent in consulting others and researching information in regards to contacts for general business; agencies and past vendors/suppliers, and necessary time periods for bookings.

The notifications in the W/Weekly were well received, as were the additional notes sent home via the children. When asked, the School executive made announcements and included pertinent notifications in the W/Weekly.

The stalls/activities were well received and from preliminary findings were profitable.

Concerns over calculations on the monies taken and monies owed from the fair. It seems that there was some mix up re the origin of some takings at the end of the Fair and a clear break down of the finances has not been received by me yet.

I have concerns over the lack of maintenance by the school prior to the Fair. Understandably, this is a big job however, as part of the Risk Assessment that was undertaken by the school, I would assume that maintenance and garbage removal prior to the fair would have been one of the risks identified.

We had complaints during the day of a lack of toilet paper, a lack of liquid soap and certainly at the end of the evening, placing rubbish bags into a storage room due to the full school skip bins, was not ideal.

Overall, I think the Fair ran smoothly considering the last minute changes that were necessary due to the soft ground, and I have had some excellent feedback from the school community.

Additionally, I will be completing a survey soon for distribution. The feedback is this will be better received in paper, rather than on-line. Gordon has kindly offered to enter in the data when they are received back.

Thank you for the opportunity to be part of the Spring Fair 2011-09-06

Leisa Nilsson

6.7.3 50th Anniversary Celebrations

Nothing to report

6.8 Band – Anne Bassett

6.8.1 Band Committee Report - presented by Veryan

Band Committee report to the P & C meeting held on 6 September 2011

Financials were not available at the time of writing due to Treasurer illness. Reports to the end of August will be passed on as soon as possible.

Band Committee meeting held on 30 August

- We have received formal notification that Derek Berg will not be returning as funk band conductor in 2012. Derek has been at TWPS in this role since 1994 and it represents the end of an era for us. We are hoping that David Bell will step into the role – David currently conducts both the Junior and Senior bands and the Band Committee has great confidence in his ability to take on the Funk Band.
- NSW Annual School Bands Festival results: Bronze awards to Training and Senior bands, Silver to Junior Band and GOLD to Funk Band.
- Primary Proms 19 September for Funk Band
- Hornsby North PS Band Festival to be held on 30 October – this is a new festival established to provide a term 4 “event” in light of the closure of the Galston Histeddfod. They are starting “small”, so Training Band, Junior and Senior bands only at this stage.
- Training Band 2012 – year 2 assessments were undertaken on Monday 5 Sept; lots of interest from the year 2s (as usual). A parent information evening will be held Thursday 8 Sept to explain the operation of the Band Program / roles / expectations/ costs etc

Anne Bassett
Band Convenor

6.9 Hall – Janda Tanner

Nothing to report

6.10 Catering – Michele Wood

Catering Committee – Michelle Wood looking at handing over as leaving TWPS at end of 2012. See 8.1 General Business.

7.0 Agenda Items

7.1 The Future of Spring Fair

Only 3 emails sent to Dana.

Should we look at alternatives – eg biannual, nature of fair, General feeling parents feel all too much. A given at school that year 5 and 6 don't participate as much – this year however not the case – even kindy rosters hard to fill.

Do we move it to every second year – and have something in the interim eg fireworks night. Veryan - are there insurance issues, unsavoury visitors etc. Paul researched – contacted Murray farm etc who have had for many years. Need extra insurance, risk assessments – costs about \$3500 to do fireworks and cost approx \$ 10 per student, combined with rides and food. Police Liaison on board to assist with money transfer at night. They use Howards Pyrotechnics.

Veryan – Normanhurst west used to do spring fair then fireworks – they found families would leave and then left with teenagers and those who could cause probs and didn't generate any more cash – when they stopped fireworks made more.

Kelly – if we don't have spring fair how will be raise money – what about the PR it generates. \$36000 is huge amount.

Dana – have to fund canteen manager, support teachers etc. If a wet year every second year then problems funding these.

Veryan – putting huge pressure on other fundraising

Helen – School wish list – would mean reducing

Kerry Hoffman - Movies – are there royalty fees?

Gordon – outdoor activities more viable when have fence. Firework display anyone could watch without paying

Paul – money made from rides and food rather than fireworks

Gordon – same for fair – most money made on catering, raffles

Kerry Hoffman – what about a grounds levy every year?

Dana suggested contacting other schools who do it

Comment from floor - It is the cumulative eg raffle, then paper bag etc etc

Dana – other option is downsizing eg year per stall rather than class per stall and bring in outside operators to operate own stall

Kelly – people out \$100 even before the get to fair and then have to feed the kids.

Veryan – raised that Arden they used local clubs eg rotary, community groups involved and combined event eg book stall at the fair. More buy in from fair.

Kelly - have more through traffic

Michelle – timing of everything – father's day, fair, Sid the serpent, mufti, and excursion – parents feel swamped. Give a break from things in August.

Paul – it is a very busy time of year for school event

Michelle -suggestion to move date– maybe Christmas fair or spring fair every 2nd year and then class raising event. Class that raises the most gets a prize at end of year. Put levy up every 2nd year.

Gordon - not everyone pays the levy only \$22000 raised this way this year.

Kelly – those who may not pay levy may go to spring fair.

Dana – need 2 coffee vans

Dana – asked year 6's at canteen – would be devastated without fair every year
From the floor - Is it worth establishing why we have the spring fair then move to solution?

Dana – received a parent email asking is there justification of white board and aircon when kids starving in Africa.

Necessary to fund canteen manager, learning assistance, aircon (6 to go) – are they luxuries?

Consensus – yes all very good learning.

Kelly – facebook whinging re raffle prizes - not offended

Kerry – how much does mufti raise – can something be cut down. People exhausted.

Dana – is it going to lose momentum every 2nd year?

Would Helen be interested in doing this again? Helen- possibly/probably.

Dana - few comments have been - if don't have fair should have something else. Eg food festival at Hornsby Girls Highschool. What do Hornsby Girls make from it?

Veryan – problem is the fatigue especially hoopla tombola i.e. brown bags.

Kerry – brown paper bags good – better than other years.

Kelly – financially families doing it tough

Dana – look at timing – cannot really move as gets to hot and competing with other schools. Maybe look at moving other school activities eg Muftis

Gordon - other school do a raffle over the year with top prizes eg car. Then getting to other customers not just school families

If we are going to put as motion? Paul suggested leaving until the wrap up meeting.

Michele suggested asking for specific and direct feedback. Then people given chance to respond

Suggestion from floor - get class parents to directly email each parent in the class what to do to get bigger response.

Perhaps use survey monkey? Class parents to give each parent link to survey monkeys

Is there an urgency? - Not for resolution but strike while fresh in memory – Need to explain - What is the purpose of the spring fair eg PR exercise community etc.

Background to explain how much fair makes and what it is spent on. Address what levy covers and that school has a wish list that the fair covers. Spring fair is a PR exercise.

Questions on the survey - Should it be Biannual? What will replace it?

8.0 General Business

8.1 Catering Committee

Michelle Wood looking at handing over as leaving TWPS at end of 2012. Dana suggested combine Michelle's role with a volunteer group that could cover more than just current catering committee remit such as Kindy orientation, Principals morning tea, French day, Biggest Morning tea etc. These are fund raising areas and this would mean don't have to pay Karen/Canteen wages. Will be much easier to do with Flexischools.

8.2 Break-ins to school property

Kelly advised son asked about security cameras. Paul advised will get fence eventually. Not out of school budget. Problems not as high rate as some schools and no theft.

9.0 Closing

10.0 Next Meeting – 8pm, Tuesday 25 October 2011