



FIGTREE PUBLIC SCHOOL
PARENTS & CITIZENS ASSOCIATION MEETING MINUTES
Tuesday 21st June 2016, Staff Room, Figtree Public School

Arthur Castrissios opened the meeting at 7.30 pm.

Present: Arthur Castrissios, Amanda Hubert, Nicole Castrissios, Natalie Weaver, Sheree Springhetti, Lynelle Cox, Melissa Harding, Eva Thompson, Bec Cavanaugh

Apologies: Alicia Williams

Acceptance of the Previous Minutes – 17.05.2016

It was moved by Arthur and seconded by Natalie that the minutes of the meeting held on 17.05.2016 be accepted. Carried.

Business Arising from the Previous Minutes – 17.05.2016

- Vice President position unfilled from AGM. Call for nominations. No nominations being received, the position will be left vacant and we will call for nominations next meeting.

Correspondence - In

- Fundraising information Passed to Parents' Auxiliary
- Peter Muilwyk Electrical Quote Tabled
- P & C Federation certificate of Appreciation for hosting Forum

Correspondence – Out

- Melissa Harding Approved May 2016 Minutes for posting to website
- P & C Distribution Draft Minutes of last meeting 17th May

Business Arising from Correspondence

- Electrical quote \$1750 P&C to cover cost of electrical work. Mel to check with Annette about procedure for payment and check with Alicia whether there are enough funds.

Parents' Auxiliary Report

Amanda Hubert reported:

- Canteen Treasurer reported – balance as at 30/5/16 \$6083.06
- Pie Drive - was run during May. Orders slightly down on two years ago, profit of \$1325.50. Thanks to Nicole Porter for coordinating.
- "Finding Dory" Movie Night – tomorrow night. All tickets sold, red carpet, camera and movie goers raffle prizes organised. Profit of \$1182.05.
- Cake Stall – Thursday 23 June (T2W9) – Special Canteen Day. Requests for cake donations and volunteers distributed last week. Sales will be at Recess and Lunch if any goodies left.
- Trivia Night – Friday 12 August (T3W4) – save the date advice will go out last week and more details will be distributed soon. Items for Silent Auction packs are being sourced. Compares and questions organised. Best Dressed Table prize and various games throughout the evening are among the activities. Catering being considered. \$20 per person, tables of 8 – 10 people. PJ/Onesie Mufti Day approved previously for Thursday 21 July (T3W1), gold coin donation. P&C approved upfront funds of \$250 Moved Arthur, seconded Alicia
- Father's Day Stall – proposed for Thurs & Friday 1 & 2 September (T3W8) –
Seek approval for upfront funds to purchase gifts before all the best choices are gone – up to \$800
Seek approval to raise the price of gifts to \$6 each.
Seek approval to run an Olympic Themed Mufti Day Thursday 25 August (T3W6) asking for a \$2 gold coin donation.
- End of Year Disco – proposed for Friday 11 November (T4W5). Seek Approval



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- Twilight Carnival Night - Friday 21 October (T4W2) – stalls being consider for these year – see table circulated.
 Seek approval to access upfront funds of up to \$4000.
 Seek approval to run a Basket Mufti Day in Term 4 on Thursday 13 October (W1). Donations are of themed items specified for each class to be used to prepare Baskets for sale or raffle at the TCN.
 Mr Calderaro to sponsor slushy machine for carnival
 Request funds for Trivia night \$250

Principal’s Report – Melissa Harding

The Principal’s detailed agenda item list attached. Main points were:

- Some Stage 3 students attended Premier’s Sporting Challenge day at Figtree high.
- District and regional athletics and cross country representatives. Jimmy S 3rd district congratulations achievement State cross country
- 10 Students Stem at Figtree high
- Preschool parents’ information night
- Multi-cultural speaking contest.
- Beaton park skills day, Next Monday races for district
- NAIDOC assembly next week Thursday 12pm
- Reports next Wednesday, meetings K-2 week 2, 3-6 3-way meeting (student, parent, teacher) week 5. Changed report format, review policy next year.
- Week 3 term 3 education week, in school celebration 5th August. Cake balloons, slideshow, open classroom. P&C to provide cake. 12pm
- LSL Next Monday, Mrs Peros acting principal, teachers on leave see Mel report.
- External panel to evaluate 229 level of school, term 4. Provide evidence. 5 year cycle.

Treasurer’s Report – Alicia Williams

Balance as per Bank Statement on 30.5.16	\$57,444.95
Un-presented deposits	<u>\$0.00</u>
	\$ 53,530.77
Less un-presented cheques	<u>\$ 42.30</u>
Balance as represented in cashbook as at 30.05.16	\$52,402.65

Balance as per Bank Statement on 30.04.16	\$53,530.77
Un-presented deposits	<u>\$0.00</u>
	\$53,530.77
Less un-presented cheques	<u>\$ 42.30</u>
Balance as represented in cashbook as at 30.04.16	\$53,488.47

Reimbursements: NIL

School Council Report – Arthur Castrissios

- NIL
- Next School Council meeting TBA

General Business

Uniform, Dickson sports, box clothes mouldy inside bag, Order incorrect. Shirts taken back and returned but in a washed and ruined state. Email sent to provider, waiting for reply. Deposit paid and accepting shorts, hat.



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Non -local – enrolment panel, parent representative. Meeting week 5 for kinder enrolments. Natalie possible representative.

Sam Adams, aggressive Lymphoma. Hold off on ideas for a couple of months until they need help.

With no further discussion required Arthur Castrissios thanked everyone for their attendance and closed the meeting at 8.28pm.

The next meeting will be held on Tuesday 16th August 2016.

P&C Meeting 21 June 2016

Principal's Report

Since the last meeting:

- On 18th May, 45 of our students represented Figtree PS at the District Cross Country Carnival. Our school finished third overall out of twelve schools that competed. This is an outstanding result but even more importantly, we are very proud of the behaviour, commitment and sportsmanship that was displayed by our students. Thank you once again Mr Wheeler.
- Wednesday 1 June, ten Stage 2 students were fortunate enough to participate in a STEM (Science, Technology, Engineering and Mathematics) workshop at Figtree High School. Thank you to Mrs Lee for organising this opportunity and accompanying our students.
- Congratulations to Charlie W, Erin A, Kailee H, Jimmy S, Christian B and Tyler W for their fantastic efforts in representing the District at the Regional Carnival on Friday 5 June. Jimmy placed third in his race and will now compete at the State Carnival at the end of July.
- Together with Little Peoples Figtree, we hosted a Parent Information Session for parents of preschool children here in our school library. This workshop was a good opportunity for parents to be given some helpful strategies for assisting their children with transition to "Big School".
- A huge thank you to the parents who organised our Finding Dory fundraising night at Hoyts Warrawong on June 16. Thank you also to all of our families who supported the event through their attendance.
- Thank you also to our parents who organised the pie drive and who worked in the canteen on the Choral Festival rehearsal day. We are very lucky to have such a dedicated and supportive parent body.

Coming up:

- Four of our students will be representing our school at the Multicultural Public Speaking Competition on Friday. We wish Nina, Yoan, Andy and Violet the best of luck.
- Our Athletics Carnival was booked for Week 1, Term 3 (the only date available at Beaton Park). Results for the District Carnival need to be finalised by the end of Term 2. For this reason, we have decided to hold an Athletics Carnival for children turning 8 this year and over, at Figtree High School. This will now be a whole day carnival on Monday 27 June. If the weather is kind to us and we run all events on this day, the Beaton Park booking will be used for a whole school Fun Day. This Fun Day will be held on Wednesday 20 July.
- We will be hosting a NAIDOC Assembly on Thursday 30 June at 12pm. 3/4B will also present an assembly item at this time.
- Preparations for the Choral Festival are in full swing. I had the pleasure of witnessing the choir at the combined rehearsal yesterday. As always, they sounded magnificent and we look forward to performance night on Wednesday 3 August. Thank you again to Ms Bland, Mrs Burton and Miss Demertzi for their hard work in preparing our students for this exciting opportunity.
- The last day for Term 2 is Friday 1 July. Students will return on Tuesday 19 July. Teachers will be at school for a School Development Day on Monday 18 June.

General:

- Teachers have been very busy writing reports this term which are now in the editing stage. Semester 1 reports will be sent home with students on Wednesday 29 June. We trust that they will provide good information to parents about academic and social development of students. As always, if you have any questions about the reports, please contact your child's teacher. Parent/Teacher interviews will be held early next term and a note explaining this process will go home with the reports.
- I will be taking a little bit of Long Service Leave on either side of the school holidays. My last day at school will be next Monday 27 June and I will return to school on Thursday 21 July. Mrs

Peros will be Relieving Principal during this time and Mrs Carlie Staples will teach 1/2P for those few days.

- Mrs Figgins from our Banksia unit will also be taking some leave (28 June- 28 July). Miss McNevin will teach B3 during this time.
- Mrs Calderaro will begin her maternity leave in Week 5 of next term. I have sent out an Expression of Interest in order to fill this position temporarily for the remainder of 2016. I will inform you of the successful applicant as soon as I know.
- Our school has been selected for external validation in 2016. We will have our self-assessments and data validated against the School Excellence Framework by an external panel. This is a big process but an important one for us in being able to drill down into what is having the most significant impact for our students and what we need to do next.

Melissa Harding
Principal

**FIGTREE PUBLIC SCHOOL - P & C
RECONCILIATION OF BANK ACCOUNT - June**



Balance as per Bank Statement on 30th June 2016			\$33,668.81
Add unrepresented Deposits			\$0.00
		<u>\$0.00</u>	
Less Unrepresented Cheques			
<u>Payee</u>	<u>Number</u>	<u>Amount</u>	\$185.30
Erin Arsovski	957	\$50.00	
Jimmy Skarvelis	958	\$50.00	
R Lee	960	\$85.30	
		<u>\$185.30</u>	
Balance as represented in Cashbook as at 30th June 2016			<u><u>\$33,483.51</u></u>



P&C Account

06 2644 1012 5657

 Balance
+ \$33,810.27

 Available
+ \$33,810.27

Date	Transaction details	Amount	Total
30 Jun 2016	Chq 000959 presented	- \$284.00	+ \$33,668.81
29 Jun 2016	Chq 000961 presented	- \$21,600.00	+ \$33,952.81
24 Jun 2016	Chq 000954 presented	- \$2,025.00	+ \$55,552.81
24 Jun 2016	Cash & Chq Dep Branch Figtree	+ \$633.00	+ \$57,577.81
17 Jun 2016	Chq 000952 presented	- \$80.00	+ \$56,944.81
17 Jun 2016	Chq 000953 presented	- \$21.90	+ \$57,024.81
17 Jun 2016	CASH DEPOSIT CBA ATM SL S'HARBOUR A NSW 267901 AUS	+ \$730.05	+ \$57,046.71
17 Jun 2016	CASH DEPOSIT CBA ATM SL S'HARBOUR A NSW 267901 AUS	+ \$676.00	+ \$56,316.66
10 Jun 2016	Chq 000951 presented	- \$3,938.10	+ \$55,640.66
10 Jun 2016	Cash Dep Branch Figtree	+ \$38.00	+ \$59,578.76
10 Jun 2016	Cash Dep Branch Figtree	+ \$805.00	+ \$59,540.76
10 Jun 2016	Cash & Chq Dep Branch Figtree	+ \$654.00	+ \$58,735.76
09 Jun 2016	Chq 000955 presented	- \$3,699.50	+ \$58,081.76
02 Jun 2016	Cash Dep Branch Figtree	+ \$79.00	+ \$61,781.26
02 Jun 2016	Cash Dep Branch Figtree	+ \$4,270.00	+ \$61,702.26
01 Jun 2016	Credit Interest	+ \$12.57	+ \$57,432.26

There are no more transactions to display.

Y-T-D Profit and Loss Statement

Opening Balance of Cashbook - 01/01/16 **\$38,088.07**

	<u>Income</u>	<u>Expenditure</u>	<u>Profit/Loss</u>
Profit transferred from Canteen 2015	\$6,000.00		\$6,000.00
P & C Member Contribution	\$5.50		\$5.50
Uniform Shop	\$18,594.50	\$13,988.35	\$4,606.15
Bank Interest	\$109.52		\$109.52
Wishlist School Distribution			-\$21,969.30
- Stage One		\$4,331.56	
- Stage Two		\$4,702.27	
- Stage Three		\$5,280.00	
- Banksia		\$0.00	
- Gardening		\$285.47	
- Science		\$7,370.00	
P & C Federation Fee		\$0.00	\$0.00
School Banking Commission	\$291.88		\$291.88
Lunch Wallets	\$119.00		\$119.00
Easter Hat Parade	\$3,648.35	\$548.88	\$3,099.47
PBS Rewards		\$1,657.50	-\$1,657.50
PFS Refunded Furniture Money	\$1,440.00		\$1,440.00
BBQ Seal (Repairs)		\$6.95	-\$6.95
Mothers Day Stall	\$2,212.25	\$752.95	\$1,459.30
Soccerman - Cross Country Day		\$600.00	-\$600.00
P&C Forum Night	\$240.00	\$149.18	\$90.82
Dory Movie Night	\$3,207.05	\$2,025.00	\$1,182.05
Berkeley Pies Fundraisers	\$5,025.00	\$3,699.50	\$1,325.50
Erin Arsovski (State Swimming)		\$50.00	-\$50.00
Jimmy Skarvelis (State Cross Country)		\$50.00	-\$50.00

	Total	\$40,893.05	\$45,497.61	-\$4,604.56
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Closing Balance of Cashbook - 30/06/16

\$33,483.51

Current Liabilities

Unpresented cheques \$0.00
Cheques written in June 2016

	Total	<u><u>\$0.00</u></u>
Promised Funds		
Year 6 (year book & Cake) 2016	\$1,100.00	
PBS 2016	\$1,560.50	
Year 5/6 bus to camp 2016 (based on 28 per class 3 classes @ \$30 per head	\$2,520.00	
Wishlist- Stage 1	\$668.44	
Wishlist- Stage 2	\$297.73	
Wishlist- Stage 3	\$0.00	
Wishlist - Banksia	\$2,850.00	
Wishlist - Science	\$630.00	
Wishlist - Garden	\$1,199.24	
Water Bottle Filling Stations	\$1,000.00	
		<u><u>\$11,825.91</u></u>
Bank Balance		
End of June 2016		<u>\$33,668.81</u>
Add banking for July 2016		\$0.00
Less Current Liabilities		<u>\$11,825.91</u>
Total funds available		<u><u>\$21,842.90</u></u>