

**Turner School Parents & Citizens
Association
Minutes of the General Meeting 23 November 2016
(Turner School Library)**

Present

Helen Bell (President)
Heather Kettle (Vice President)
Greta Doherty (Secretary)
Ephraim Grunhard (Treasurer)
Jo Padgham (Principal)
Robyn Watson (Deputy Principal)
David Dunstan (Public Officer)
Bob Edwards (Board Chair)
James Turvey
Clem Jones (Minute Secretary)
Robyn Thurecht
Diane Jones
Kirsty Brook (Fete Coordinator)

Welcome

The President, Helen Bell opened the meeting at 7.35pm, welcomed and thanked all those in attendance.

Apologies

Ilea Buffier (Assistant Treasurer)

Acceptance of minutes of the 19 October 2016 General Meeting

Moved Helen Bell, seconded Greta Doherty that the minutes of the 19 October 2016 General Meeting be accepted. Carried.

Matters Arising

- Ephraim to check that School has been reimbursed for the payment for coffee cart. School reimbursed – ACTION COMPLETE.
- Jo to see if the tabulated data from the 2016 Parent Satisfaction Survey could be presented better and to look at putting it in the newsletter. Tabulated data included in Newsletter – ACTION COMPLETE..
- Ephraim to look into and report back on possibility of donations to public schools being tax deductible. Ephraim reported that donations not yet taxable – indicated that matter may still be considered. ACTION COMPLETE.

Reports

President

In presenting her report, the President, Helen Bell

- said that the goal of the P&C is to make Turner an even better school while having fun and making new friends and connections. I believe we did that!.
- thanked everyone who helped to make the 2016 Turner School Fete such a fun day, particularly Kirsty Brooke, our amazing fete coordinator!; the stall holders and all the volunteers. “We raised around \$25,000 for the School. That is an amazing effort, and the whole school will benefit.”
- thanked Bernadette- the Art Calendar orders have been placed. This was also a successful fund raiser, with over \$2,500.
- thanked everyone who volunteered to help out at the World Teachers’ Day breakfast. It was a beautiful morning and we had enough helpers for it to be relaxing.
- thanked those who volunteered to take on a shift with the lunch orders.
- also thanked Clem, Di and Ted for arranging and installing the new Throne and stools in the fairy garden.
- noted the next P&C meeting will be the AGM in February, and invited all to take on a role as all positions will be declared vacant! I’m looking forward to seeing you then.

A full copy of the President's report is at Attachment A

Treasurer

The Treasurer, Ephraim Grunhard presented the financial statement. A copy of the statement is at Attachment B.

- Balance at 23 November 2016 is \$52,711.
- Ephraim also reported on discussions he has had on options for undertaking the annual audit of the P&C accounts. Given that accounts under \$400,000 are not legally required to be audited by a professional auditor and that the existing fee for a professional audit is only \$160, he recommended that we continue to engage a professional auditor. The meeting agreed.

Moved Helen Bell, seconded Greta Doherty that the Treasurer's Statement be accepted. Carried.

Principal

In presenting her final report for 2016, the Principal, Jo Padgham, thanked the P&C Committee for all the work they have done over the past year. Jo then reported:

- Very impressive work by Year 5/6 students in completing their data research for submission to the Statistics Society competition
- A number of staff will be retiring/transferring at the end of this year – details will be in the next newsletter
- The 2017 Class Structure was announced:
 - 3 pre-school groups
 - 3 kindergarten as well as one small group class
 - 6 Year 1/2 classes - 5 combined classes and one straight 2 as well as 2 small group classes
 - 6 Year 3/4 classes - 5 combined classes and one straight 4 class as well as 2 small group classes
 - 5 Year 5/6 classes - all 5/6 classes as well as 2 small group classes
- Capital works
 - David St Courtyards officially handed over – awaiting official opening by new Minister for Education
 - David St carpark expansion – revised plans expected shortly, construction to commence in January for 14 new car spaces.

School Board

Board Chair, Bob Edwards reported

- strong response to Voluntary Contributions
- positive outcomes of the external review
- the Board would like to reassure all families that the school has a very strong approach to any incident of bullying or harassment. If there are issues, please contact any of the parent representatives or Jo, and we will investigate and respond.

Class Parent's Contact

Robyn Thurecht reported that:

- the Parent Contact Network has had an absolutely fantastic year.
- Robyn was guest speaker at an Information Session at Isabella Plains school to help them with their Class Connect program. This went very well and was much appreciated. It was a good opportunity to review our own program and consider what is working and what is not.
- commencement of 2017 program has begun, with several current CPCs agreeing to continue in the role in 2017. Notices will appear in next couple of newsletters asking for expressions of interest in the roles from other parents for next year.
- Year 5/6 social at The RUC next Monday night.
- Planning stage for Bakers and Hosts for Welcome Back Morning Teas in 2017.
- Succession planning underway to recruit two parents into the Coordinator roles as Robyn and Anne both want to step back from the roles.
- Proposed out of school trip to Jamberoo not supported by P&C or school as an official event.

General Business

- **Fete Wrap-up**
 - Thank You certificates available/sent to all sponsors
 - Robyn T preparing final "Fete thank you" newsletter

- Stall Holders procedure handbook – suggest an addendum to handbook asking stallholders to report on quantities etc. purchased for each stall where appropriate – e.g. number of sausages, bread, etc.
- Look at options for alternatives to the Jumping Castle and rides. Expensive and better rides/attractions might be available
- Advance booking of fete activities for 2017 fete be left to the 2107 P&C committee

Other Business

- **End of year concert BBQ**

- Volunteers called to help with BBQ – Kirsty to organise on-line volunteers roster
- Helen top order sausages and onions
- Kirsty to undertake stocktake of existing soft drinks and purchase more if needed
- Clem and Di to purchase other items
- Simon to provide coffee cart
- James to help Ted set up and pack up

- **Bunnings contact**

- James advised that he has established a contact with Bunnings which might be useful for future purchases.

Next Meeting

7.30pm Wednesday 15 February 2017 – School Library

Close of Meeting

There being no further business, the General Meeting was closed at 8.30pm

Welcome to the last P&C meeting for the year. Thanks for an amazing year. The goal of the P&C is to make Turner an even better school while having fun and making new friends and connections. This month's report is really a huge list of thank-yous.

Thank you to everyone who helped to make the 2016 **Turner School Fete** such a fun day, particularly **Kirsty Brooke**, our amazing fete coordinator! Thanks to the stall holders, the volunteers, Ted for all the work behind the scenes, Deb for her help and for being our first aid officer on the day. Greta sent out a post-fete email, which I think captures it well:

"A Fete happens because of everyone - all the people who set up marquees, bring ice, make a curry, bake a cake, cut up a watermelon tree, fly a cool plane, find their way through a box maze, sell a book, donate a toy, make some fairy floss, make a delicious pizza, roll some awesome spring rolls, decorate a cupcake, jump on a jumping castle, bag some mixed lollies, pot a plant, sell some kids' clothes, buy a dress-up, sizzle a sausage, barista a coffee, cut up some delicious fruit, sell a lucky dip, toss a coin for chocolate, sell another book, make a bag of mixed lollies, decorate a cupcake, fix a broken finger, find a home for a teddy, paint a face, sell a random White Elephant surprise, dunk a teacher in a dunny, take a photo in the booth, paint a face, make something crafty, sell a raffle ticket, play in a band, sing a song, crush a fairy into floss or pick up rubbish at the very end. So thank you to everyone, and a special thank you to Kirsty because none of this would have happened without all of you, and without a particular person to bring it all together."

*"We raised around **\$25,000** for the School. That is an amazing effort, and the whole school will benefit. The P&C will use all of this money to support the school, to give the SRC money to use on what the kids' want, to buy new play equipment, to support students who are representing the ACT at National competitions." **The Golden Ticket** raised \$525.55 (included in the total above).*

Thanks to **Bernadette** the **Art Calendar** orders have been placed and we're set for Christmas presents for grandparents. This was also a successful fund raiser, with over \$2,500.

Thanks to everyone who volunteered to help out at the **World Teachers' Day** breakfast. It was a beautiful morning and we had enough helpers for it to be relaxing. It was great to meet some new people and to be present when Jo announced the nominations for the 2016 Education Awards.

Thanks to those who volunteered to take on a shift with the **lunch orders**. The last day of lunch orders will be Friday the 9th of December. Healthy Kids have suggested a sushi day for that last day – any thoughts?

The **end of year concert barbecue** will be held on Wednesday, just before the concert. If you can spare half an hour for a shift cooking on the barbecue, serving or packing up, please let me know. Shifts start at 4.30pm. We also need someone to shop for ingredients and a set up crew.

The next P&C meeting will be the AGM in February. If you'd like to take on a role it would be great to have you. All positions will be declared vacant! I'm looking forward to seeing you then.

Cheers,

Helen Bell

P&C President,

helen.bell@gbca.org.au

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TURNER SCHOOL P&C EXPENDITURE 2016

	REMAINING	BUDGET	<----- ALREADY SPENT ----->
SRC	\$0	\$5,000	\$5,000
STEM	\$0	\$2,000	\$2,000
Garden items (safety fence planting, equipment & soils)	\$0	\$3,000	\$3,000
Sustainability items (environmental garden/wicking)	\$1,500	\$1,500	
P&C Student Support	\$1,000	\$1,000	
Playground Music	\$2,500	\$2,500	
Outdoor tables/seats	\$2,500	\$2,500	
Fairy Garden	\$1,500	\$1,500	
Indonesian facilities	\$0	\$1,000	\$1,000
Student Community Fundraising Project	\$1,500	\$1,500	
Junior Hall	\$0	\$3,000	\$3,000
Student Entrepreneurship	\$500	\$500	
Operating Reserve	<u>\$1,113.23</u>	<u>\$10,000</u>	\$8,886.77 (see separate listing)
TOTAL	<u><u>\$12,113</u></u>	<u><u>\$35,000</u></u>	

Notes:

Various fete expenses still to be
paid

BANK BALANCES AT 21/11/2016

Operating Account	\$10,387.04	\$3,634 to be paid for Calendars (profit \$2,438.20)
Online Saver	<u>\$42,324.62</u>	

\$52,711.66

Operating Reserve payments

Auditor	\$160.00
Coffee Machine	\$2,019.50
Fete plants	\$298.00
Gecko Gang deposit	\$748.00
insurance	\$715.00
P&C Affiliation	\$567.27
Rice Cooker	\$33.00
Seed Tiles	\$250.00
Sports support	\$500.00
Survey Monkey	\$96.00
TOMs	\$3,500.00
	<u>\$8,886.77</u>

FETE

Banked (main)	\$28,407.55
Golden ticket	\$567.45
Toy stall extra	\$10.70
Auction	
Holiday House	\$300.00
Thredbo Alpine	\$225.00
Surf Beach	\$230.00
Sponsors	
RUC	\$1,400.00
Aniko Peter Carey	\$500.00
Dentist	\$200.00
Boris Property	\$250.00

Total Takings

\$32,090.70

Expenses not deducted from takings (known at this stage)

Floats	\$3,300.00	
Gecko Gang	\$1,496.00	
Plants	\$298.00	
Fete signs	\$354.78	
Fete drinks	\$54.00	to be paid
Slushie Machine	\$309.00	to be paid
Photo Booth	\$399.00	to be paid
Soft Drinks	\$363.37	to be paid

\$6,574.15

FETE PROFIT

\$25,516.55

\$5,000

\$2,000

\$3,000

\$1,000

\$3,000

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=====

\$843

\$4,000

\$548

\$2,020

14000

School

298

Survey

3500 TOMS

Fete plants

Coffee

250 seed

Monkey;

500 sports

tiles

Machine

ACTION LIST FROM P&C COMMITTEE MEETING 23 November 2016

Action	Who	By	Remarks
Advance booking of fete activities for 2017 fete be left to the 2017 P&C committee	New P&C Committee	Next meeting	Reminder