Quakers Hill East Public School P&C Association
Minutes of Meeting held on 20 November 2012

Present: Tanya Stephan, Haylee Spencer, Jo Fickel, Gavin Glenn, Linda Glenn, Janeane Vaughan, Marketa Bird, Karren Parsons, Alice Bullivant.

Apologies: Roslyn Morrel, Terri Rochester, Sue Taylor, Colin Ross, Cheryl Brown, Tracy Byers, Chris Black

Meeting Commenced: 7:30 Chairperson: Tanya Stephan

Minutes of Previous Meeting
➢ Accepted. Moved by Gavin Glenn and seconded by Alice Bullivant

Business Arising from Previous Meeting
➢ I-pads approved at last meeting have been purchased by school.
➢ Grant for sandpit has been submitted. Approval won’t be determined until March 2013.

Correspondence Incoming
➢ P&C Journals
➢ Fundraising brochures

Correspondence Outgoing
➢ None

Treasurer’s Report
➢ Balance of General Account as at 31/10/2012 was $15,649.92
➢ Balance of Uniform Account as at 31/10/2012 was $6,560.81
➢ Total cash available at 31/10/2012 was $22,210.73
➢ Sunscreen fundraiser raised a total of $403.95 profit.
➢ Acceptance of report moved by Tanya Stephan, seconded by Alice Bullivant, approved by meeting.

Uniform Report
Orientation is now complete. Sales are approx $2K down on last year however I still have 7 orders totalling $1K to collect. Overall for year to date over same period last year we have sold $4K more. Ordinary sales this term exceed same time last year which has made the difference.

A huge THANK YOU to all of you who have been involved in the orientation. Your dedication, initiative, encouragement and donation of time and goods is amazing. I could not have done it without you! We need more of you all. See you next year??

The shop will be set for stocktake after 1 Dec. Please advise when you would like to complete this and by whom. I will be ordering more stock for the first couple of weeks in Term 1 to arrive in the second week of December. I would like to close the business Tues 11th December as the Friday is Principals Award Ceremony. Notice will be put in the Newsletter this week if agreed.

➢ Meeting approved closure of uniform shop from 11/12/2012.
➢ Stocktake to be conducted Friday 7/12/2012. By Karren Parsons, Tanya Stephan & Haylee Spencer.
➢ Anticipated to open 27th, 28th and 29th of January 2013 to allow new school starters to purchase uniforms. These dates will be advised to parents of kindergarten children when the Best Start letters are sent out.
Principal’s Report
- See attached report.
- Glenda (main office) is retiring at the end of the year. It was approved that a gift to the value of $100 be purchased and given to her. Moved Tanya Stephan, seconded Karren Parsons. Karren to purchase gift.

Fundraising
- Sunscreen raised $400 profit. Not a large amount but no significant work involved. Will reassess next year possibly for term 3.
- Sandy Candy – still attempting to onsell to Barnier but looking unlikely. If this is not possible will look at reusing next year.
- No more fundraising events for this year 😊

Other Business
- Tears and Tissues morning tea to be held 1st Tuesday of term 1 at 9:30am. P&C to organise via email prior to term beginning. Need 5-10 plates of biscuits/nibblies.
- Christmas dinner to be held 11/12/2012 at 7pm at Quakers Inn. Tanya to book table and organise email and newsletter announcement.
- Meeting approved that by-laws regulation 4(a) – limitation on terms of office bearers - does not apply to Uniform Shop Co-ordinator. Moved by Tanya Stephan, seconded Janeane Vaughan
- Nominations at AGM to be done ‘silently’ to give people an opportunity to anonymously nominate. Role sheets for executive positions to be handed out at meeting prior to AGM.
- Thanks to Tanya Stephan for stepping up to role of President when needed during the year. Moved Jo Fickel, seconded Gavin Glenn.

Meeting Closed: 8:16pm Minute Taker: Gavin Glenn
Next Meeting: 19 February 2013, 7:30pm
New curriculums - The NSW Board of Studies has finally published the new curriculums for English, Mathematics, History and Science. 2013 has been earmarked for teacher professional training with the familiarisation and development of the new documents while the mandatory implementation dates are 2014 for English and 2015 for Mathematics and History. Staff familiarisation with the new curriculums has been provided throughout this year and will continue in 2013 to ensure full implementation of English in 2014.

The NSW Department of Education and Communities (DEC) last week announced the first phase of the new alignment. The ten NSW regions have been amalgamated into five state areas. Our school is now situated in the Hawkesbury group. The bulk of Western Sydney is now joined to Northern Sydney and goes up to Wyong.

Student enrolments have increased which has allowed the employment of an additional teacher. Rather than form an additional class the teacher is providing additional support in existing classes.

Planning is well underway for 2013. It appears we will retain the additional teacher therefore we are hopeful for 25 classes. Parents have been requested to let us immediately if their child/ren will not be returning in 2013. Classes will not be formed next year until student enrolments are confirmed.

2013 Kinder numbers are now at 100. This morning the last orientation session was conducted.

The two week Swimming School commenced this week for students in Year 2 and 3.

QHE Combined OSHC Inc. new licence agreement is still a work in progress. Hopefully in place for 2013.

Voluntary School Contributions at neighbouring schools range from $25 to $70 per student.

Glenda Bennett, our School Admin Manager is leaving at the end of the year. It is recommended that the P&C recognises her long and dedicated service to QHEPS.

Thank you for your support this year in our endeavours to provide every student with the very best learning outcomes.

Coming events

November 27 Prefect Elections
29 Year 6 Orientation Program at Quakers Hill High School

December 3 House Captain Elections
5 Year 6 High School Orientation Program (other than QHHS)
6 Christmas Scripture Services and Appreciation Morning Tea
7 Talent Quest
11 Presentation Day Assembly
12 Student reports going home
13 Year 6 Graduation Assembly
14 Principal’s Award Assembly
17 Party Day and Year 6 Farewell
19 Students last day

Marketa Bird