

P and C AGM Wednesday 3rd April 2019

Attendance: Mark Chaffer (Principal), Kim Whitehead (AP) Linda Gee, Sabrina Scherer, Stephanie Hicks, Kathie Palamara, Priscillia Girling, Elaine Timmer, Rashmi Shrestha, Melanie Macri

Apologies: Heather (President Rel.), Juan (President), Taryn (Treasurer), Racheal A (Secretary)

Minutes: Kim Whitehead

1. Introductions

2. President Report (Heather)

- 2018 President's minutes ratified by KP and LG
- comments or general business
 - ET asked if meetings used to be held in the morning and MC confirmed that P&C meetings were during school hours and did not prove to be as successful.

3. Principal's Report

- Report will be a wrap up of the previous year and explanation of positions that are available.

Positions:

- All office bearer positions need to be made vacant at the end of the year
- President
- Vice President x 2
- Treasurer and
- Secretary
- Thank you to all outgoing executive members, particularly those who have stepped in to help in with little notice.

President

- Nominations: Heather nominated by LG and seconded PG
- Unanimous decision to accept Heather's nomination as President and HC voted in.
- Recommended that all executive members step up and help the president as it is a

Vice President

- Nominations: Stephanie Hicks self-nominated and seconded by KP
- Linda Gee nominated by ET and seconded by PG. LG accepted nomination.
- Unanimous decision to accept nomination of SH and LG and both ladies voted in.

Treasurer

- Taryn spoke to Kathie in weeks previous and said that she was happy to fill in the position if we were unsuccessful in finding someone else.
- One of the other official office bearers need to approach Taryn and get confirmation that she accepts the nomination.
- Minutes to be amended once confirmation is received.

Secretary

- Nominations:
- Elaine self-nominated and seconded by LG.

- Unanimous decision to accept the nomination and ET voted in.
- KP asked whether held the P&C iPad and MC said that he would chase it up.

Voting rights

- All parties present put forward \$1 to become financial members.
- Minutes from last meeting need to be approved. ET to follow up with Taryn and have these minutes approved at the next P&C meeting.

Minutes from last meeting

- PG has said that her childcare centre has a fridge on offer that Heather is collecting for the canteen,
- KP indicated that the fridge being suggested is too big and may not fit in the canteen. KP said that she had not been spoken to about the fridge.
- KP does not have the measurements. MC has asked for these measurements to be followed up and forwarded to KP.
- MC said that we need to be concerned about economy and energy efficiency of old fridges.
- KP said that she would need to let Palmalat know if we were returning their fridge.
- ET will chase up the measurements with HC

Canteen Report

- KP said that she has spoken to Healthy Food Council and we have too many occasional foods sold at our canteen.
- We will lose a few items. Pies and sausage rolls will go. Not in demand.
- KP has spoken to suppliers and looking at alternatives
- Freezer arrived today. KP said that she wished HC had passed on suggestions prior to ordering as the freezer is too deep.
- KP is placing containers at the bottom of the freezer to prop up the items.
- Limited space to store products. Baskets to hold the stock are sitting quite low and KP says that we need to find a resolution to the problem as she worries that people
- KP says that it is difficult to rotate products as they are too low.
- MC suggested that we raise the castors on the bottom of the fridge.
- KW asked that KP keep her comments professional whilst HC is not at the meeting to defend herself.
- MC added that KP's comments suggest that the school and the P&C have done something wrong and this was harmful to conversations.

Disco

- KP has been corresponding with HC about whether KP should work or not.
- MC asked KP what her involvement was in term 4.
- KP said that she was asked to sell ice blocks at the canteen and that she was happy to do this if the P&C were happy to employ her.
- KP had been spoken to about stocktake at previous discos and it has been unsuccessful as items haven't been accounted for accurately.
- KP said there was a pink invoice folder that has gone missing and she hasn't any record of orders now.
- KP said that in 2017, monies came from general account. In 2018 KP was told that discos are canteen events.
- KP doesn't agree that all monies now come from canteen funds.

- MC said that we can't sell items separately as kids can't be leaving the hall.
- MC suggested that we keep disco items separate to canteen.
- KP said that profits from previous evenings has gone to disco.
- MC said that KP be responsible for stocktake of canteen items.
- ET asked what happens if it rains. MC said that we will move to the COLA.
- SH asked if we could buy sausages on Flexi schools
- LG said that it was discussed in the previous meeting that we sell a "package" of ticket, sausage and a drink. This was not passed so we will need to hang this over until the next meeting.
- KP asked that LG follow up with bread order. SS said that she
- SH has suggested that we establish a social committee
- KW explained how grade events are organised and parents are invited to support events.
- ET asked if we could move the cash desk and have more
- SH proposed having the canteen open 4:30 – 7:30 and ET seconded the motion. KP will sell anything on offer.
- ET said that we don't want to compete for funds and that canteen food should complement hall sales.
- KP to keep track of stock sold from her canteen.
- SS offered to help in any capacity.
- ET said that there is plenty to do if all volunteers can be on site from 4pm.
- ET asked if KP was alright in the canteen on her own. KP felt that she could manage.
- LG to ask HC if SS can help with picking up the bread.
- KP asked about the float. LG will follow up with HC.

General Business

- KP said that the canteen now has a soft plastic box to separate hard and soft plastics.
- Vegetation is put into a bucket.
- Canteen general waste is minimal and KP said that canteen is doing a great job with reducing plastic.
- KP – we have a lot of cardboard that the Year 6 students recycle.
- KP addressed serving dishes. What can we serve salads and other home made meals in if we reducing plastic.
- ET said that cardboard boxes would be inexpensive if we buy in bulk.
- KP said that it's up to the P&C to decide whether we want to spend the extra money on wooden spoons.
- ET said that we use the plastic that we have now and she will look at pricing through Kent packaging. ET felt that it was far more expensive on the environment.
- MC said that the canteen sub-committee need to put a proposal together with prices.

Waste Audit

- Highly successful.
- Mr O'Brien and Mrs Higgins to provide a report and photos for the school newsletter.

Gardening

- ET - Gardening club for parents and kids. Met on Friday morning at 8am to plant fruit and vegetables.
- Very successful and a great community feeling.

- Should it be after school or continue before school.
- SH said that students can present to the community
- Sustainability committee met once or twice a term to workshop ideas – 2018.
- In other schools, fruit and veggie boxes are sold to families to raise money for the P&C.
- Thinking of bee hives. Mr O'Brien has purchased a subscription to the Stephanie Alexander Kitchen Garden.
- ET has created a FB page inviting parents to join. KW asked that sustainability invitations are sent in the school newsletter.
- SS said that she knows nothing about these events and would appreciate the message being sent out in the newsletter.
- MC explained that all messages need to be to him by Tuesday of the

Next Meeting

1. KP asked if we could raise the issue of the dishwasher
2. Social/Fundraising committee needed. KW asked everyone to put their feelers out and invite interested parties to the next P&C meetings.
3. Canteen sub committee – KP asked to put it on FB though she'd prefer to put it on FB. Face to face is preferred.
4. Sustainability/Garden meet up time to be confirmed.

Meeting closed: 9:10pm