

Meeting Minutes Wed 5 August 2015

Present:

BPS: Jo Edwards, Lynda Lovett, Maria Lambos, May Ellwood

P+C: Andrea Smith, Bidy McDermott, Candy Jenkins, Cliff Philipiah, David Finlay, Devina Solanki, Howard Lovatt (arrived 8pm), Jane Williams, Kim Janson, Lyndal Rutgers, Mike Fairhurst, Natasha Foster, Rob Smith (arrived 8pm), Rob Taubman, Robyn Elmslie, Vanessa James, Van Allen
Van Allen

BPS Student Representatives: Jess Lovatt, Molly Smith (arrived 8pm)

Minutes recorded by: Andrea Smith

1. Welcome

Meeting opened: 7.05pm. Welcome from Cliff Philipiah and acknowledgement of country.

2. Apologies

Grahame Paton, Nyree Morrison, Rob Bennett

3. Previous minutes

Acceptance of minutes June general meeting: proposed Bidy McDermott; seconded Rob Taubman.

4. Actions arising

Outstanding actions from 2014:

- Plans for improving appearance of entrance to school
⇒ **Mike Fairhurst**, on hold until result of DEC grant application (Sept 2015)
- BPS IT future needs report ongoing
⇒ **Belinda Mikail-Gogos/Maria Lambos**, ongoing
- School calendar, possibly using artwork from art show
⇒ **Lyndal Rutgers**, ongoing (post Art Show)
- School bell relocation – awaiting quote from Don Allinson
⇒ **Cliff Philipiah**, ongoing

5. Principal's report

- IT update: tech levy suggested as means of covering ongoing IT needs (ipads, laptops); levy to be discussed once IT report from BPS exec available
- Fire/EVAC system installed 3 August 2015.
- New school photographer proposed by Maria Lambos; seconded Bidy McDermott.
- Owing to concerns over children's safety in playground (in particular toilets owing to issues at Gardeners Road Primary School), frog pond and park gates to be locked 9.20am–2.30pm.
- Hinges of park gates in need of repair
⇒ **Cliff Philipiah** to ask Don Allinson to quote

6. Finance report

- Cash balance as at 31 July 2015 \$91,535. As at 31 July adjusted cash position (accounting for outstanding cheques, committed expenditure and interest income received and expenditure for year) was \$54,944 (Appendix 1)
- P+C contributions have raised approx. \$16K YTD. 107/148 families have contributed.
⇒ **Mike Fairhurst** to produce flyer to thank school community for its generosity.

7. P+C goals

Item – teaching aids and ongoing	Cost	Status
Michael Ward Community Award	\$100	Approved (will be awarded at Presentation Day 2015)
Library books	\$2500	Being purchased
Maths equipment	\$2500	Being purchased
Sports equipment	\$1200	Being purchased
Kindy equipment	\$2000	Being purchased
Science program	\$2250	Being purchased
iPads x5	\$2500	Completed
Class readers	\$2500	Completed
Classroom resources (at \$500/class); to be split across in two payments	\$6500	Completed
Guided reading table x1	\$650	Completed
Open classroom furniture	\$16,000	On hold
Item – property and amenities		
Playground upgrade	\$31,780	Approved March 2015; to be matched by ESC and contingent on successful DEC submission
Visual arts show	\$5000	Being purchased
Playground markings	\$1500	Completed
Handball courts	up to \$1000	Completed
Evacuation / lockdown	\$8000	Completed
Item – band, choir, artistic activities		
Music program – 13x music stands (\$900); music activities with Penny Biggins (\$500); band music (\$1300)	\$2700	Approved 5 August 2015; proposed Robyn Elmslie, seconded Andrea Smith
Musical instruments	\$2339	Completed
Visual arts – art program	\$3500	On hold
Visual arts – classroom art	\$2000	On hold
Dance troupe	\$500	On hold
Curriculum enrichment		
Aboriginal education	\$3000	On hold
History topic boxes	\$2000	On hold
History honor board	\$2000	On hold

8. Events calendar

- Art Show: artworks underway, aim to be completed by 14 August.
⇒ **Rob Taubman** to email class reps to push ticket sales
- Father's Day Breakfast: Friday 4 Sept
⇒ **Andrea Smith** to coordinate volunteers
- BFR: Report from Natasha Foster.
 - 3 key roles filled (council liaison; media writer; social media)
 - \$20K in confirmed sponsorship; class reps to ask families to forward sponsorship ideas to BFR
 - Logistics of BFR has been outsourced to Buzz.
 - Parents to man Bay Run/Blackwattle Bay /CBD Botanical Gardens promotion stand (priority being given to Bay Run)
⇒ **Rob Taubman** to coordinate via class reps
 - Bring-along-a-friend to the BFR; encourage BPS families to bring along a friend (extended family, friends, work colleagues) to BFR
 - Contact at *Inner West Courier* would help with promotion/publicity.

⇒ **May Ellwood** to follow up with Jen Parkes re possible contacts at *Inner West Courier*.

9. OOSH report

- No OOSH report. Need to ensure update from ESC/BPS Liaison (Art Graves) or ESC President (Richard Banks) is received by P+C each month, either by email or in person at P+C meeting
 - ⇒ **Rob Taubman** to discuss with Art Graves/Richard Banks

10. Canteen report

- Net \$4260 for term 2 (18% increase over term 1); average 140 orders per week.
- Price increase in term 4: \$7 (including Flexischool fee)
- Dept of Education may be introducing online payment system in 2016; this may impact on use of Flexischools for canteen.
- Kindy orientation morning term 4
 - ⇒ **Van Allen** to provide flyer for new BPS families

11. Other business

- Playground upgrade: Community Building Partnership grant was submitted on 2 August. Jamie Parker visited BPS to provide advice on grant submission. Decision due Jan 2016.
- Student Representative report: Jess Lovatt and Molly Smith presented a petition signed by students from Years 3–6 requesting the baseball cap be included in the school uniform. Maria Lambos outlined how DEC policy states students should be included in all decisions relating to change in school uniform. Maria suggested surveying the wider school community (parents, carers, staff and students) on their opinions about including baseball cap as an option in school uniform.
 - ⇒ **Jess and Molly** to draft survey.
 - ⇒ **Andrea Smith** to create survey in SurveyMonkey.

Meeting closed 8.50 pm

Next meeting: Wed 2 September 7pm in Balmain Public School staff room

Appendix 1: CashBook Summary & Projection of Major Expenditure @ 31 July 2015



Balmain Public School Parents and Citizens Association

Cash Flow 1 June 2015 to 31 July 2015

ABN 88 710 438 465

Cash Movement

Cash Balance as at 1 June 2015	86,950
Cash Balance as at 31 July 2015	91,535
Movement Cash	4,585

Adjusted Cash Movement

Cash Balance as at 1 June 2015	86,950
less Prior period cashbook Expenses	
Adjusted cash balance 1 June 2015	86,950.03

plus Income

P&C Voluntary Contributions		2,659
Interest		162
Fundraising Income	224.5	
Fundraising Expenses	0	
Net Fundraising		225

Canteen Income	5,008	
Canteen Expenses	-2168.58	
Net Canteen		2,839

Other Income -

Net Income 5,885

less Expenditure

Donations / Expenditure - 1,300

Other Expenditure -

Total Expenditure 1,300

Net Position (Adjusted Position 31 July 2015) 91,535.04



Balmain Public School Parents and Citizens Association

Bank Reconciliation as at 31 July 2015

ABN 88 710 438 465

Cash at Bank 31 July 2015		91,535.04
plus Unbanked Income		
Fundraising Income	0	0
(less) unpresented cheques / Unpaid Invoices cheques	0	0
	0	0
Adjusted Cash at Bank 31 July 2015		91,535.04
(less) Commitments		
Classroom Resources II	-3250	
Michael Ward award	-100	
Playground Planning	-1780	
Playground 1&2 with Grant	-30000	
		-35130
(less) Budgeted Expenditure (to be paid)		
Canteen Expenses	-656.01	
Insurance and fees	-805	
		-1461.01
(less) Donations (to be affirmed)		
plus Fundraising Income	0	
	0	
	0	
Adjusted Cash Position 31 July 2015		54,944.03