



Rylstone Public School P&C Association INC

P&C Meeting	
Date: 26 th February 2019	Time: 3.30pm
Attendees:	Debbie-Lee Hughes, Jodee Burcher, Mandy Kane, Kate Reid, Gemma Suttor, Shannon Morris, Kelly Lus, Sandra Stroud, Mandy Rankin, Bec Guilfoyle, Sarah, Merrilyn Stokes
Apologies:	
Agenda <ul style="list-style-type: none"> • Present • Apologies • Minutes from previous meeting • Business arising • Correspondence • Reports <ul style="list-style-type: none"> - President - Principles - Treasure - Uniform - Fundraising • General Business • Next meeting – Meetings have been moved to Monday's. • Monday 25th March which is the AGM. 	
Minutes from previous meeting	
Minutes from previous meeting was read and are a true representation of the previous meeting held.	
Moved by Shannon Morris Seconded by Kelly Lus Read by Mandy Rankin	

Business Arising
<ul style="list-style-type: none"> • No Business arising as all item had been attended to during the holidays. • Debbie Lee-Hughes addressed the P and C and presented a power point on the school policy. <ul style="list-style-type: none"> ▪ She gave a school plan and annual school report which are public documents.

- Also talked about the school excellence policy where all school are mandated to make sure that each year they are making progress and improving their teaching standards for the benefit of the students.
- Jodee then gave an overview of the RPS school Plan for 2018-2020 (see attached)
 - She then gave an overview of the student reports and how they have been developed.

Correspondence-

- No correspondence

President Report – attached

Thank you everyone for coming along today.
 We have definitely hit the ground running this year, with the recent Rylstone Kandos Show canteen being a wonderful event for our association. There are many people to thank, not least those of you have gave up your time over the holidays in order to make this event possible, which I will talk more about in the Fundraising Report.
 As this is our last meeting before our AGM next month I would like to thank this year’s Committee Kate Reid, Mandy Kane and Mandy Rankin for the hours and enthusiasm that you all brought to our group over the past year.
 There are a number of items on the agenda today for us to tick off before we welcome a new committee so I think we shall just get on with it!

Principal Report – attached

- Welcome back to term 1 and thank you to all who helped and volunteered in the Rylstone/ Kandos Canteen.
- Y-Pep day was a great success.
- Students from all 3 schools had a fantastic day and enjoyed their time. Was a great opportunity for students to meet students from other schools. Hoping to have something like this happen in future terms.
- OOSH – has had to be re tender as there were 2 applicants for the job instead of one. So the lady in the department is still looking into this.

Treasurer Report – See Attached

As current bank accounts on the 24.2.2019:

Chq account: \$11163.62

Online account : \$2913.60

Wish List account : \$983.67

Term Deposit : \$49255.16 (Mat 29.05.2019)

Term 4 fund raising money

Presentation night canteen \$310.20

Term 4 raffle \$599.15 (plus another \$60 Sandra found in handbag) \$659.15

Canteen last day \$167.80

Raffle tickets at door of presentation night \$589.25

School Disco meals \$112.20

School Disco canteen \$296.95

Total of \$2135.55

Jolly Joker

End of year payout of the jolly joker was paid into our account on the 22.01.2019 of \$3304

Rylstone Show

After doing the final figures of how much it actually cost us to make the show happen (\$1842.18) we made a profit of \$737.82

Depositing cash from show on Wednesday (thanks Kate Reid for volunteering to do that) \$2530

Spending Money

Macfee software update and purchased

Cash Flow Manager program subscription purchased for another year

Purchased a second air fryer (\$409)

Meet the teacher night \$90

Purchased 2 supervisors certificates (thanks to Sheridan Byrnes and Kelly Lus) (\$164 plus \$114= \$278)

Leaving \$7000 in our chq account (as previously agreed upon for general expenses that means we can decide how to divvy up \$6500

Voted on figures and account money to be sent to:

WISH LIST ACCOUNT \$2016.33

ONLINE ACCOUNT FOR TD \$3200 FOR BLAZERS \$1300

Uniform Report – See Attached

Thank you to Mandy Kane for initiating the setup of the Square payment device. This has been very successful and has reduced the amount of time involved in stock take and handling money quite considerably.

Total sales Dec – Feb: \$1559.52

- Considerable number of complaints re Grace's uniforms, supplier of girls dresses. These range from poor quality of garments, inconsistencies between sizes, difficulty in purchasing items in Mudgee.
- Suggestion to source another supplier? Issues re this are mainly in having to hold stock due to meeting minimum requirements.
- School leader blazers need to be purchased in time for Anzac Day ceremonies.
- Year 6 shirts also need to be followed up.
- Stock has been purchased for winter requirements.
- Discrepancy between price of long sleeve and short sleeve polos. Suggestion to raise price of long sleeve polo to match short sleeve or reduce short sleeve price.

Fund Raising – See Attached

Events

- Rylstone Kandos Show
 - Considerable discussion last year regarding the viability of holding this event.
 - Mandy Rankin and Sandra Stroud as coordinators. Recommendation that having 2 coordinators for an event of this size is preferable to just 1.
 - Mandy, Sandra, Kate Reid, Mandy Kane, Kelly Lus, Shannon Morris, Sheridan Byrne and Monica Fielder all gave up time over holidays and early in the term to make this a success.
 - Thank you also to Bec Guilfoyle and family, Cheyne D'Illio and family, Jackie Glew, Rachel Maher and Lori, Deidre Rogers, Dalitt Hazell, Karen Croake, Bec Mackander, Ronnie Hudson, all the dads who assisted with setup and packup and friends and family who donated scones.
 - It was lovely to see some new families join in to assist as well as our regulars!
 - Thank you also to RPS staff for assistance in decorating the canteen, loan of equipment and access to the school over the weekend.
 - Aim of the event was to offer homemade, tasty food that had a high nutritional content, especially aimed toward families.
 - General consensus that numbers at the Show were down, which will affect our profit, but that part of the value in holding this event is to maintain a presence in the community and for our children to see that community involvement is a valuable part of life.
- School Banking
 - Profit from 2018 was \$215
 - A number of new families have joined the program this year
- Term 1-2 raffle
 - Decision to use a marketing company Australian Fundraising for this raffle
 - First prize \$1000 travel voucher, Second Prize \$100 Bylong General Store Hamper, Third prize \$50 Wish gift card.
 - Tickets \$2 each in books of 20.
 - Tickets are being printed and will be available in 2 weeks.

- Incentive prize for the most tickets sold.
- Potential profit of \$2840.
- Canteen
 - Flash lunch sale this Thursday to use Show leftovers
 - Planning 2 meal deal days before holidays.
 - Possibility of returning to regular Friday meals in Term 2.

Upcoming Events

- Family Fun Barefoot Bowls Day
 - Coordinator Jacquie Glew
 - Date TBA

General Business

Multipurpose court

- Sandra got a quote and it will cost \$82840 for hard surface \$36000 for grass surface
- There is much up keep for grass surface and it last longer if the hard surface goes in.
- It is felt that there needs to be more quotes done on this.

Garden

- Kelly has requested to see if there can be some money thrown to landscaping the garden and getting tidy between the shed and the garden.
- It was suggested that we get a quote from a landscaping company to see how much it will cost.
- Jodee would also like the pizza are to be finished.

Watering

- Bec Guifoyle asked if the oval out the back could be watered at all.
- Jodee said that their water bill was too expensive and that their budget did not warrant watering the lawns.
- Bec suggested installing rain water tanks but this is a costly process.

Signatures-

Name:

Position:

Signature:

Name:

Position:

Signature:

Meeting Closed – 5.15pm