## Faulconbridge Public School
### Parents and Citizens Association

#### Minutes of General Meeting

<table>
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<tr>
<th>Date</th>
<th>Mon 20 Feb 2012</th>
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<tr>
<td>Location</td>
<td>FPS Staffroom</td>
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<tr>
<td>Commenced</td>
<td>7:10pm</td>
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<tr>
<td>Chair</td>
<td>Belinda</td>
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<tr>
<td>Ackn. of Country</td>
<td>Chantal Beltran</td>
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**Attendance**
- Sonia Crozier; Heather Curzon; Belinda Collings; Dellana Talbot; Bronwyn Simpson; Julia Thurling; Andrew Sauderson; Sarah Schofield; Ruth Schilling; Ashleigh Carlson; Tanya McGannon; Kath Adams; Chantal Beltran; Ruth Schilling; Melanie Hughes; Jo Young; Adele Stubenrauch; Kenny Doyle; Richard Burrell; Simon Ebbeling; Benita Henderson; Bec Barron; Heather Murray; Rebecca Whiteside; Paul Jansons; Nicole Bryan; Michelle Daley; Anita DeBono; Margaret Wass; Sarah Emmanuel.

**Apologies**
- Leisha Moore;

**Previous minutes**
- Amendments - none

**MOTION:** Acceptance of previous minutes
- Moved: Sonia  
- Seconded: Heather

**Motion carried**

### Business arising

1. **Business Directory** – thanks to Bronwyn for her efforts collating the information. Card was not suitable, so new paper purchased and printed off initial run. Put 30 at Stage 1 Info Night and already gone. Can be added to when we get additional businesses.
   - **Action:** Julia to advertise in Intercom.
   - **Action:** Bronwyn - Add small blurb about P&C on front

2. **Fete Meeting** – was to be held last couple of weeks, Julia (as chair for meeting) unable to arrange. Aim: to establish interest and commitment to organization of a fete for 2012.
   - If fete is to run, there needs to be a goal to work towards eg 2010 was white boards
   - **Action:** Julia to liaise with Chantal to establish date for meeting.
   - **Action:** Chantal to discuss priorities with staff to provide feedback for 2012 fundraising focus.

3. **Event Planning Checklists** – Need to collate details of step-by-step running of each event run by P&C.
   - **Action:** To Sonia at next meeting 19 March 2012.

4. Belinda attended Rotary Meeting in Dec to present
certificate of thanks, they were very appreciative.

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<th>Reports</th>
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<tr>
<td><strong>President</strong></td>
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<tr>
<td>1. Belinda not running for President for 2012</td>
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<td>2. <strong>Canteen</strong>: Belinda has arranged meeting with Narelle Hill (from Winmallee PS) to initiate unpaid set up of canteen (equipment, etc). Convener (paid position) will be advertised when canteen ready for possible 2 days per week. <strong>Action: If goes ahead, need to establish clear expectations for volunteers.</strong>  <strong>Action: Chantal to investigate statement of voluntary work for those on Centrelink benefits.</strong></td>
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<th>Treasurer</th>
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<tr>
<td>1. <strong>Report - attached</strong>  Ashleigh not at next meeting but would like to put herself forward for Treasurer at AGM. Need to ensure new president is signatory of Westpac account.  <strong>MOTION</strong>: Acceptance of Treasurer’s report  <strong>Moved</strong>: Andrew  <strong>Seconded</strong>: Heather  <strong>Motion carried</strong></td>
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<th><strong>Principal</strong></th>
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<td>1. Welcome by Chantal Beltran as Acting Principal.</td>
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<td>2. <strong>Early Learning Centre</strong> has had approval delayed due to resident complaints. Review at next council meeting Tues 21/02/2012. Chantal will attend as an advocate. All welcome. Katoomba Council Chambers 7pm.</td>
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<td>3. <strong>Workmen</strong> within school over past weeks are attending to minor OH&amp;S issues to ensure safety. Not major concerns, just want to get them done now.</td>
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<td>4. <strong>Back gate</strong> will be closed/locked during school hours so parent access will need to be via front gate. <strong>Action: Request to advertise in Intercom.</strong></td>
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<td>5. <strong>Strategic Plan 2012-2015</strong> for school has been completed by staff. Target 1: IT will be priority, though families without computer access will not be disadvantaged in home learning activities; Target 2: Numeracy, based on NAPLAN data; Target 3: Science and Environmental Education; Target 4: Australian Curriculum development. <strong>FYI: Plan is available for viewing by appt with Principal.</strong></td>
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<td>6. <strong>Parent Information Sessions</strong> running this week. Apologies for original clash with P&amp;C meeting.</td>
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<td>7. <strong>World Math Day</strong> – school is participating in many on-line activities in classroom. Activities involve children from all over the world.</td>
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<td>8. <strong>School Policy Review 2012</strong>: all being reviewed throughout the year. Will be advised of dates to allow interested parties to attend. Parents welcome but RSVP required allowing for suitable room bookings.</td>
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<td>9. <strong>Parent/Principal morning tea</strong> this Wed to meet Chantal informally. RSVP by 3pm Tues.</td>
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10. **Staffing**: Chantal Relieving Principal until Mr Banffy separates from Dept, possibly end of Term 1. Mrs Baker is taking her class, Jo Fullem is Acting AP for Stg 3 in her absence. Unsure until after that time when the position will be filled and by what process. Whether she remains at FPS following the appointment of new Principal, is offered a relieving principal position or gains position as Principal is uncertain at this time, as her ultimate goal is for a Principal position. Also still have 2 AP positions unfilled. This is managed by Dept., not school. School has yet to be advised when/how they will be filled.

11. **Executive Team** went to Springwood High – professional development, “Team Leadership for School Improvement”, was very valuable activity for them and will not have significant impact withdrawing staff from their classes.

12. **Yr 6 Expo** 1 March 10-2pm @Springwood High. Notes going home Tues 21/02.

13. **All Parent Volunteers** at school need to complete working with children check and sign in.

   Action: **Place form on website for parents to fill out at home and bring in.**

   Action: **Chantal to confirm if WWCC required every year.**

14. Suggestion that meetings been moved to library. Under consideration.

15. **Purchase/ Help Requests**: 1D would like to purchase a rug/doormat for the classroom.

   Action: **Staff need to prepare written submission to P&C (required for auditing purposes)** but P&C have given verbal support for purchase as time constraints recognized ; **Working bees** to clear out storerooms during next school holidays. School will arrange a skip for disposal; Susanne Brown has moved into room near counselor’s office but it needs painting. Thanks to Andrew for donation of paint.

   Date for STLA painting Sat 10/2

   Action: **Julia to advertise for helpers in Intercom**

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### Correspondence

**In**
- Westpac S’ment Jan 2012
- BMCC Cleanup Aus Day 4 March 2012
- Felton Industries furniture
- Australian Fundraising
- Fundraigsia Corp Fundraising

**Out**
- 

### Sub-committees

**Fundraising**

1. **Market Night-** Bronwyn held over to next meeting

2. Reminder: **Regional Athletics Carnival** in August will be
significant activity and fundraiser.

3. **Bluegum Markets 2012**
   i. Running – P&C happy to continue with format to manage stall as per 2011 as it give opportunities for people to meet and develops ownership.
   ii. Sponsorship – **Action: ideas for 2012 $$$ to be presented at next meeting with approx. costing please.**

4. **Fundraising Coordinator needed for 2012**

**General business**

1. **Shade Shelters** – Heather – insurance company have declined cover.
   
   **Motion: To repay the school for the amount of $1957.**
   
   **Moved: Belinda**  **Sec: Kath**
   
   **Action: Ashleigh to write cheque from carry-over funds and give to Joy.**

2. **Mathletics** – Jo. Subscription based website, govt funding available to allow costs of approx. $11 per head ($3700)
   
   **Action: Chantal to present the idea to the Numeracy Team for consideration and approach her contact if follow up needed.**

3. **Information Nights** – Julia. Cross stage classes need to have clearer communication of which night to attend.

**Date of next meeting**  **Monday 19 March incl. AGM**

**Action: Sonia to forward web address of NSW Federation to Julia for people to access fact sheets that describe roles within P&C for addition to Intercom.**

**Meeting closed**  **9:11pm**