

- DATE:** 13th February 2018
LOCATION: Robertson Public School Library
- PRESENT:** Susan Mathews (SM), Jodi Hidasi (JH), Kim Haylen (KH), Alice Richards (AR), Kathleen Betts(KB), Cathy Roodenrys (CR), Michelle Little(ML),Lindsey Coffee (LC), Jo Souter (JS)
- APOLOGIES:** Renee Moore (RM), Karen Guymmer (KG), Kellyanne Hinchcliffe (KAH), Natasha Blenkinsopp (NB), Michelle Oehm (MO)
- DISTRIBUTION:** Above listed people, P&C financial members and Robertson School Administration

The meeting opened at 6.31pm

Minutes of 28/11/17 Meeting

Motion: Minutes of 28/11/2017 be accepted.

Moved:ML 2nd SM

Correspondence In:

- NIL

Correspondence Out:

- NIL

Annual membership fees (\$2) collected by Kathleen Betts

Principals Report:Susan Matthews presented a report. See Attachment.

- A suggestion was made to include a small child protection presentation at the next P&C meeting for people unable to attend the upcoming training sessions

Treasurers Report: Kathleen presented a report. See Attachment.

- The books are currently in the process of being audited and Kathleen is in discussions with the auditor to try and clarify the ledger discrepancy mentioned previously.
- A general discussion was had about the fact that our expenses were greater than our income and it was agreed that we would like to increase our focus this year on fundraising efforts.

Uniform Report: Kym Halylen (KH) presented a verbal report.

- Stock levels are high although we still need to finalise a PSW order that is proving difficult due to a lack of communication on their part. Kym (KH) to chase this up.
- Kym (KH) is still working on following up the unpaid accounts we are due from school families.

If you disagree with any information contained herein, please advise immediately.

- Kym (KH) reported that the new payment system (requesting online email receipts of EFT payments) has been well received and more people are happy to pay cash and receive items upon payment rather than an IOU.
- Kym (KH) will be purchasing a new rack to store uniform stock. It was agreed that the current storeroom is unsafely organised and that we should look in to making it more accessible. Kym (KH) to follow this up with Jim Wilson who has advised on this previously.

Music Report: Jodi Hidasi (JH) presented a verbal report.

- The decline in the number of children hiring musical instruments was noted and a suggestion made to encourage music lessons and instrument hire. The idea of a presentation by the music staff and a “have a try” type experience was made. Susan (SM) will explore this with the music tutors.

Fundraising Report: Jo Souter (JS) presented a verbal report.

- Mothers Day stall preparations are underway. We would like to try and arrange for the children to receive the paper bags we have for their gifts ahead of time so that they can be decorated in the classroom prior to the stall.
- Michelle Oehm (MO) can kindly offered to help with The Easter Raffle.
- We agreed that we would like to increase our fundraising efforts this year and look at some new ideas. Suggestions such as a Balloon Day and a Colour Run were made and will be looked into.

General Business

- Tree removal and log splitting update. An arborist has come in to quote for the removal of the wood in the playground that was too large for Damian to split. We will go ahead with the quote (\$650 plus GST) and then aim to sell off the wood to cover costs. Susan (SM) to arrange and the P&C to reimburse.
- Veolia Mulwaree Trust Update - Kym (KH) will call the trust to try and get some feedback to see if we should go through the application process again or look into other grant opportunities. KKKK was mentioned as a possible option for playground grants to look into.
- We are keen to continue our support for Interrelate for years 5 and 6. Kathleen (KB) will arrange a cheque to reimburse the cost.
- Back playground seeding. Damian Gair has kindly offered his time to assist with the seeding of the back playground area that has recently been leveled. We discussed the need to borrow sprinkler systems of some kind. Susan (SM) will ask the council and show-ground trust if they might be in a position to help loan us some equipment.
- A reminder that the executive members need to please provide a photograph and bio for the new school website
- BYOD. Kym (KH) reinforced that we are keen to support the BYOD initiative once it is up and running. There will be many discussions about BYOD within the school community in the next few weeks but we would like to consider contributing with fundraising if required.
- Kym has sourced quotes for travel mugs for the school canteen to sell. Keepcup have a minimum order number of 240 units and a wholesale price of \$8.85 per cup. Kym (KH) will look into other companies with a smaller minimum order to see if the quality is as good. Kym (KH) will ask the Robertson Soccer Club if they would be interested in selling any in case we can share the 240 between us. If we can go ahead with them in time it would be great to be in a position to sell them at the school cross country carnival.
- Kym (KH) has also researched the outdoor Chess Set we were keen to look into purchasing for the playground. It will be around \$600 and there is a good location in the

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playground to lay the concrete “board”. Kym (KH) will follow up with Susan (SM) to confirm the location and then we can focus on raising the funds to purchase it.

- A request was made by Alice (AR) for a plumber to have a look at the hot tap in the canteen as it is playing up and making a terrible noise. A discussion arose about the safety and temperature of the hot water system (it is very hot!) but even if we can't improve this it would be great if we could improve the noise/function. Susan (SM) to follow up a plumber.

Meeting Closed at 8.31pm

Next meeting to be held Week 8 term 1 Tuesday 20th March 2018 commencing at 6.30pm in the School Library

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Principal's Report February 2018

Enrolment Numbers

Nineteen Kindergarten students commenced their education with us this year and with this came eight new families. Our Kindergarten students have settled in really well. Numbers overall are declining, however. We currently have 147 students. This will mean lost office hours of one day per week commencing in Term 2. Projected enrolment numbers in 2019 stand at 125. This will reduce us to 5 classes.

Our teachers are being recognised within our community of schools for their implementation of Visible Learning strategies within the classroom. This is something we have been working hard to achieve and we have had a relentless focus on the practices in our classroom that make learning visible eg learning goals, success criteria, bump it up walls, differentiating the curriculum and feedback. This recognition has led to a request from our community of schools to open up our classrooms to visiting teachers to showcase our work. This will occur in term 2 and as a Principal I am so very proud of the quality of the teaching within our school. This message, if spread amongst the community could help to ensure local children choose their local school.

Tutoring

Literacy and Numeracy tutoring commences in week 4 and we are excited to have so many volunteers supporting this initiative.

Student Well Being and Mental Health

We are attending to the needs of these students in a number of ways:

1. Mr Tait is continuing the work of Mr Ornelas and providing structured round robins two days per week in the playground to build inclusion, resilience, teamwork, cooperation, following rules and sportsmanship.
2. Mrs Noble and Miss Porter-Shaw along with some parent volunteers will be facilitating a gardening Club as an alternate playground activity for those students who may be having difficulties with social skills. This is an opportunity for the teachers to discuss communicating, teamwork, positive interactions in a relaxed setting.
3. Mrs Noble, further to this, will be taking small groups of students(identified by classroom teachers) and working with them in regard to :
 - Persistence/Confidence/Teamwork
 - Getting Along With Others
 - Resilience
 - Anger Management

Child Protection Awareness Training

I will be conducting two training sessions. These will be **on Tuesday 20th Feb from 9:30am-10:15am and also on Thursday 22nd February from 2:00pm-2:45pm.**

Parent Forums- School Plan

The purpose of these sessions is to share the vision, purpose and directions of the school for the next three years and to gain parent involvement in the Direction focused on Community Engagement. Two identical sessions will be held, one in the daytime and one in the evening.

The dates and times are as follows:

Tuesday 27th February 6:30pm-8:30pm

Wednesday 7th March 12:30pm-2:30pm.

Meet The Teacher Evening

This event will occur on **21st February from 3:15-6:15pm** with a family sausage sizzle in the middle. The evening will cover BYOD , School Plan 2018-2020 and time in your child's classroom to meet with the teacher.

Robertson Public School P&C Association Monthly Financial Report
Report for Meeting 13th February 2018
For period 28/11/17 to 12/2/18

Income	Expenditure	Available Funds	Comments
		as of 12/02/18	Expenditure
To 31/12/17		Bank statement	\$525 Recorder lessons
\$2,519.35	\$4,782.06	\$12,377.58	\$1,731 Relationships Education yrs 5/6
		General Ledger	\$1,400 Bus transport for Swim programme
From 1/01/18		\$11,626.58	\$232 P & C Awards / gifts
\$887.75		O/S cheques	\$200 Donation to MV Lions' Club
		\$236.60	Canteen Supplies
Total			Income
\$3,407.10		Difference remains	2017 \$1,271.35 Canteen takings : \$248 Christmas Raffle : \$1,000 repayment for laptops
		\$751.00	2018 \$887.75 Canteen takings

Breakfast Club Account

Income	Expenditure	Available Funds	Comments
to 31/12/17		as of 31/12/17	Expenditure
\$253.70	\$1,028.11	\$423.50	\$1,000 Second repayment of loan to G.Acc. 10/3/17, purchase of laptops. \$ 2000 owing
From 1/01/18			Breakfast Club supplies
\$105.00	Nil	as of 12/02/18	Income
Total		\$528.50	Cash deposits only
\$358.70			

Instrument Account

Income	Expenditure	Available Funds	Comments
			Jodi Hidasi will present an updated verbal Instrument Account report. Available
\$	\$	\$4,413.30	funds reported here, are representative of the CBA Netbank Account as of 13/2/18

Uniform Account

Income	Expenditure	Available Funds	Comments
		\$4,337.90	Kym Haylen will present an updated verbal Uniform Account report. Available
\$	\$	Balance \$4,487.90	funds reported here, are representative of CBA Netbank Account as of 13/2/18