

MINUTES
Tuesday 04 August 2015



Attendees	Maria Szep, Cath Taylor, Bronwyn Hutchings, Claire McCulloch, Jane Greenough, Tasha Doulas, Sarah Harris, Sue Hickey, Carla Fisher, Amanda Ferguson, Bill Boylan, Marianne Thoroughgood
Apologies	Anne Monger; Lisa Turkovic
Previous Minutes	Minutes to meeting held Tuesday 09 June 2015 confirmed
	Moved: Maria Second: Cath
BUSINESS ARISING	
<ul style="list-style-type: none"> ○ Uniform Shop Letter This was issued last week. Not sure if everyone has received due to staff pigeon holes not being checked by relief staff. This seems to be an ongoing issue which led to the following point. ○ Notes issued to the youngest child A discussion ensued and it was felt that issuing notes and letters to the youngest child attending the School would be more productive than the oldest child as currently done. The younger children seem more excited and forthcoming with information from the teacher. They also have homework folders that parents have access to. Bill agreed and will get the system changed so that all news, notes and letters are issued do the youngest child in attendance at the school. ○ P&C Newsletter This is an ongoing discussion and the committee will hold meetings in the next few weeks with a view to reporting at the next P&C Meeting. It is felt that it will need to be a hardcopy newsletter if there is going be chargeable advertising on it. ○ Proposed Parking Restrictions The proposed restrictions were discussed and although no promises are made at this stage there are letters and meetings going on to try and get these decisions revoked or some sort of alternative in place. It is very disappointing the number of people that constantly park illegally around the school zone. This is giving the local residents cause to complain and therefore further restrictions being put in place. A lot of the illegal parking is also detrimental to our children’s safety. To try and deter some of the illegal parking signs will be placed on cars to make them aware that their parking is illegal. 	<p>Bill</p> <p>Bill / Admin</p>
CORRESPONDENCE:	
WACSSO 2015-2016 Membership Certificate received.	
REPORTS	
<p>Principal – Bill Boylan</p> <p>The School review is coming up. This involves a 2 day review with 2 people who will interview every teacher and look at all the bookwork, planning and policies within the School. It is a very thorough procedure. Bill will be suggesting that they speak to some parents for their viewpoints. At the next P&C meeting Bill will ask if anyone wants to speak to them and arrange a time.</p> <p>Tapping Primary School does not do any preparation for the review, its business as usual. All results are put online for every parent to see. They cannot be more transparent.</p> <p>Congratulations to Year 6 students for placing in the Top 20 for ‘Our School’s A Star’. The video was brilliant and well received.</p> <p>Numbers for next year are look at 762 – 20 less than last year. There will be no requirement for new teachers.</p>	

<p>Uniform Shop – Maria Szep A letter has gone out to majority of parents confirming closure of Uniform Shop. The shop has been busy since it was issued. Some parents are not happy with price increase but this would have happened even if we were still running the shop as we have been running on existing stock and a price agreement that has now expired.</p>	
<p>Canteen – Lisa Turkovic (Maria in Lisa’s absence) Nothing to report The question was asked as to what happens if the existing trend of making a loss continues. We need to brooch the subject with Lisa about the costs. Cath will discuss with Lisa and go over some options.</p>	Cath
<p>Treasurers Report – Bronwyn Hutchings See Appendix A</p>	
<p>Fund Raising – Sarah Harris The Father’s Day Stall will be held on 2nd September. We have ordered enough stock for 420 participants and so far have 498 orders. This is great news and more stock will be purchased. The teachers have approached Sarah to ask who hasn’t returned their forms. With this in mind more orders are expected. Disco \$2,500. Feedback received was positive stating it was well run and fun. A bake stall will be run on Sports day - Pre-primary-Yr 1 Monday 24 August, Yr2-Yr6 Faction Carnival 27 August. Carla Fisher is going to run the bake stall for the PrePrimary/Yr 1</p>	
<p>GENERAL BUSINESS: <u>P&C Reps</u> – Sarah handed out sample letters from other schools regarding the recruitment of P&C Reps and P&C Packs. There are questions to consider – (eg: should policy and procedures be in place for each role). Whatever is decided needs to be in place and ready for distribution prior to Kindy Orientation. End of Term Awards Why do some classes receive no awards?. Is it because all those children have not warranted having one? Or does the teacher not have the time to do it? Bill says kids that warrant it should be nominated. He will discuss with the staff and ensure that the policies are adhered to and that consistency is applied. As there is nothing else awarded to the kids this is important to them. School Reports It has been noticed over the years that some teachers who work with more than one year group are issuing very generic reports. Every single child needs to be judged on their merits. Bill pointed out that every teacher has to justify the grade they are giving to the children. During report time Bill will pick out random children and ask teachers to justify the grades given. All parents have the option to question the grade and ask the teacher to justify it. We are all encouraged to sit down with the teachers at a time convenient to them and discuss our children’s reports and progress. Tapping Primary School is a trial school for grades. Some schools do not grade to standard and when a child moves school teachers are surprised by results they are given. Earn & Learn Stickers Emma approached Cath and she is following through with it with Briley Morris. Closing Time of School Gates The closing time of the gates in the morning and afternoon was queried. For child/school safety the current times are deemed appropriate. During school hours exit and entry through the gates by the front office are encouraged and all visitors need to sign in and out.</p>	Cath Bill

<p>P&C Meeting Times – options/suggestions A suggestion was made to try changing the P&C Meeting time to a morning, perhaps after school drop off. There were mixed expressions regarding this. Some felt it had been tried at other places before and not worked and others felt that with the FIFO workers and parents managing on their own may find it a good option. The question will be asked on Facebook from Cath to everyone – ‘What is stopping them from coming to the meetings?’ We will review the responses and discuss next meeting.</p> <p>Mrs Mallett Email – Sarah found that sending out the email to prompt teachers regarding the Father Day stall was very helpful. It was suggested that the top 5 points of each meeting be sent in email format to Mrs Mallett to distribute to all the staff for information and keeping them in the loop.</p> <p>Good Manners - Carla went to interschool cross country and two Tapping students went up to the winners and congratulated them. This was heart warming to see and acknowledge.</p> <p>Soccer Balls – Bill will make sure all classrooms have balls.</p>	<p>Cath</p> <p>Marianne</p> <p>Bill</p>
<p>MEETING CLOSE: Next meeting to be held on Tuesday 1 September 2015 at 7:30pm Meeting Closed: 8:30pm</p>	

Tapping Primary School

P & C – Treasurers Report Profit Year to Date 30th June 2015

Bank Balance as at 4/8/15 - \$31,201.48

UNIFORM SHOP

Balance B/Forward \$2,493.61
Uniform Sales Ending 30/6/15 \$31,847.71
Costs Ending 31/5/15 (\$34,984.57)

LOSS (\$643.25)

CANTEEN

Balance B/Forward \$3,662.82
Canteen Sales Ending 30/6/15 \$39,616.71
Costs Ending 30/6/15 (\$25,455.29)
Wages Ending 30/6/15 (\$20,208.33)

LOSS (\$2,384.09)

FUNDRAISING \$9,858.01

Irene Library,
Balance B/Forward \$2,488.35