

**LINDFIELD EAST PUBLIC SCHOOL  
PARENTS' AND CITIZENS ASSOCIATION  
MEETING: 5 APRIL 2016  
MINUTES**



- I. OPENING  
Meeting declared open by P & C President at 20.00 hours
- II. ATTENDANCE/ABSENCES  
See Attendance Register dated 5 April 2016. Apologies received from Andrew Stevenson, Rachel Watkins (Minindee trip), Anthony Marriner, Olivia Thomas, Sean Keleher
- III. DECLARATION OF CONFLICTS  
**Noted:** No declaration of conflicts raised.
- IV. CONFIRMATION OF PREVIOUS MINUTES  
**Approved:** The minutes of the meeting 1 March 2016.
- V. ACTION ARISING FROM PREVIOUS MINUTES  
**Noted:** No action arising.
- VI. CORRESPONDENCE  
**Noted:** School companies – MSP and The School Photographer
- VII. MOTIONS WITHOUT NOTICE  
**Noted:** No motions without notice
- VIII. MOTIONS (ON NOTICE)  
**Noted:** No motions on notice.
- IX. REPORTS
  - A. President's Report  
**Noted:**
    - i. Acknowledged Auxiliary convener – Easter bunny event a great success
    - ii. Field of dream tracking, trees to be removed over holidays, Demountable being removed during holidays.
    - iii. Possible that the stage may need a separate DA , if so delink to Field of Dreams an progress in a timely manner.
    - iv. BASC- contract not yet signed.
    - v. Ongoing Teacher Education discussed

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B. Treasurer

**Noted:**

- i. Report postponed to next meeting.

C. Principal's Report

**Noted:**

- i. Report postponed to next meeting.

D. Deputy Principals' Report

**Noted:**

- i. Parent teacher interviews innovation went well. Booking system operated well. Consider making appointments 15 minutes to avoid delays.
- ii. Ipads being configured and distributed
- iii. New Librarian starts next term – Jill McMasters, 5 days a week.

E. P & C CONVENORS

1. Band

**Noted:**

- i. Band camp went well
- ii. Upcoming dates shared – see Elise for details

2. Field & Open Air Stage

**Noted:**

- i. Refer to President's report

3. Canteen

**Noted:**

- i. Now to open 4 days a week, Volunteers coming forward

4. Creative Workshops

**Noted:**

- i. Children being picked up late.
- ii. Policy being created to address

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5. Health & Wellbeing

**Noted:**

- i. Position dissolved. No further reports will be provided.

6. Parents' Auxiliary

**Noted:**

- i. First meeting of the year for new Convener. Detailed report to be provided at next meeting.
- ii. Renew engagement with class parents to assist with finding volunteers.
- iii. Definitely ensure that LEPS has a walkathon this year.

7. String Ensemble

**Noted:**

- i. No report from String Ensemble Convener

8. Uniform

**Noted:**

- i. Proposal for new winter top. P and C endorsed but next steps is to take to Exec committee and teachers. Suggest full front zip, burgundy collar and logo on breast pocket.

X. GENERAL BUSINESS TOPICS

1. Melissa – suggestion of a new fleece style pullover for the uniform shop.

2. Fund raising ideas:

- i. Walkathon- Thursday 30<sup>th</sup> June
- ii. Mothers day Stall – 4<sup>th</sup> May
- iii. Fathers Day Stall – 31 August
- iv. Comedy night – 17<sup>th</sup> September (includes silent auction items) will also include music and dancing
- v. Entertainment book- in time for Christmas
- vi. Scholastic book fair- 6<sup>th</sup> / 7<sup>th</sup> / 8<sup>th</sup> December

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XI. NEXT MEETING DATE & ADJOURNMENT

1. Next meeting date 16 August 2016 at 19.30 hours
2. Meeting declared closed by P & C President at 22.00 hours