Meeting was called to order by Angie at 6.00pm.

**ATTENDANCE**

13 people were in attendance as per the attached attendance sheet and there were 4 apologies.

**SAFE ST**

The Safe ST draft committee plan was circulated outlining the ‘four E’ strategy for comment and is as per the attached. The results of both the student survey and online survey monkey were also shared which is an initiative under the Microsoft Partners in Learning update.

The national walk to school day will be supported by FSS on Friday, 25th May 2012. This day will see the launch of a promo to reduce the amount of traffic congestion around our school. In support of this the Department of Transport have offered an incentive prize for students to go into a draw whom are actively supporting ways of reducing traffic congestion around our school consistently by walking, riding their bike or meeting their carer at the park etc. Ideas are most welcome on ways to promote this and to help identify students who consistently get to school by active alternate arrangements.

The STOP, DROP & GO signs remain on order for both loading zones at FSS.

A quote has been requested to purchase our Traffic Cat suit which is to be used in our drop off areas to encourage better driving / parking behaviour. Grant options to fund this mascot are currently being explored.

The Traffic animation DVD, which can be currently viewed on the FSS website, is still in progress of getting the 800 copies burnt.

**Action:** Kent to arrange burnt copies.

Child care vans/buses parking in the bus zones are creating issues. Child care vehicles are still there at 8:45am when the bus is due to pick up / drop off from the area on Frenchville road. This area is designated as a drop off bus zone only and they shouldn’t be parking in here. We have had a request to speak with the child care drivers to ensure they are aware of the bus timetable and that they need to vacate the zone by 8:40 (which is after school drop off times anyway).

Other general parking/traffic issues raised for follow up includes:

- Parking congestion along Beasley Street was discussed as it is currently inhibiting the bus route.
  **Action:** Pam to arrange letter to Council requesting the remarking of yellow lines in the Beasley/Moyle/Murphy Street area.

- Bus zone on Geordie Street needs to be extended over the current driveway. A yellow dotted line (currently solid line) on Geordie Street (either side of the school driveway) would rectify this.
  **Action:** Request to be sent to Councillor Fisher to investigate this proposal.

**MINUTES OF PREVIOUS MEETING**

The minutes of the previous meeting held on the 19th April 2012 were circulated.

**Motion:** Minutes of the meeting held on the 19th April 2012 were a true and accurate representation of the proceedings of that meeting and be accepted. **Moved by Michael, seconded by Matt. Motion carried.**

**BUSINESS ARISING FROM MINUTES**

- Concreting under the turn-stile - **Complete** – Groundsmen have topped up the soil under the turn-stile.
• Staff wish list for P&C - Complete – Payment has been made and Leisa will update P&C accordingly as purchases are progressed.
• Traffic issues - Complete – DVD’s are being copied.
• Mick Cagney Gift - Complete – Angie purchased a gift which has been received.
• Spellathon Award - Complete – A medallion was presented to a student for an outstanding fundraising efforts.
• Living Fundraiser - Complete – All orders have been collated and submitted. Delivery is expected next week.
• Draft P&C Financial Support Policy – In Progress – Executives to finalise the two current drafts into one final agreed policy.
• ‘Sour Pops’ – In Progress – Christine seeking supplier to possibly have available at sport’s day.
• Aerating the oval – In Progress – Need to arrange another suitable time for this to occur.
Action: Pam to send letter to Councillor Neil Fisher to make new arrangements.
• STOP, DROP & GO - In Progress – Waiting on the signage to be installed in loading zones.
• Geordie Street footpath - In Progress – Footpath improvements are ongoing.
• Year 7 camp fundraising guidelines - In Progress – Executives to draft a set of guidelines.
• Movie Night – In Progress – Matt to contact cinema for further details

CORRESPONDENCE
The inward correspondence for business arising was as follows:
   Action: Pam to contact the group and get further details on calendar products available and process.
2. Cartridge World invitation for 10% discount
   Action: Pam to respond requesting a short note to Frenchville families offering the discount that can be placed in the school newsletter

There was no Outward correspondence. Both the Inward and Outward Correspondence Reports are attached.

Motion: Inward and Outward correspondence reports are accepted. Moved by Pam, seconded by Matt. Motion carried.

EXECUTIVE DECISIONS
There were no executive decisions external to this meeting.

REPORTS

Treasurer’s Report
One report was submitted at this meeting for the 1st January – 10th May 2012 period. See attached Treasurer’s Reports for full details. A summary from the report includes:

Main items of income:
- $12,396.41 was profit from the Term 1 Spellathon
- $262.13 was banked from Paul’s Collect-a-cap promo (grand total $811.58)
Main item of expenditure:
- $10,000.00 donation to school for resources

Our cash at bank = $154,931.46

Motion: The Treasurer’s Report and all payments out are accepted. Moved by Kylie, seconded by Kerri. Motion carried.

Principal’s Report
See attached Principal’s Report for full details. A summary from the report includes:
- Traffic Mascot
- Slab for handball courts
- Tuckshop windows being repaired
- School photo dates

Parent Club Report
- Mother’s day stall this week. Plenty of gifts have been received and sorted. A number of volunteers have come forward to help on the day.

**Tuckshop Report**

- The new hat style has been received and is currently getting screen printed. A price increase was discussed and unavoidable as the wholesale price has increased.

**Motion:** Retail price for hats to increase to $15.00 each. Moved by Natasha, seconded by Kerri. **Motion carried.**

- Arrangements for sports day were discussed and are as follows:
  - Sports Day Menu has been reduced to hot oven food only.
  - Coffee Maid has been booked.
  - Eskies and shade structures are required.

**Action:** Kent to talk to his contact in the council re borrowing their shade structure.
**Action:** Kent and Kerri to supply an esky on the day.
**Action:** Angie to assist in transferring drinks on the Wednesday prior to sports day.

- Size 6 & 8 shirts are still to arrive.

**GENERAL BUSINESS**

Councillor Graeme Brady
To acknowledge our appreciation of the previous Councillor Graeme Brady and his input and support to our school and meetings we would have a small thankyou coffee/tea prior to the next general meeting in his honour.

**Action:** Pam to invite Graeme Brady.

**Spellathon update**
Incentive prizes for spellathon still to be sorted.

**Action:** Kylie to purchase movie tickets for those children that raised over $50.

**Living Fundraiser**
Delivery is expected week commencing 15**th** May 12.

**Coloured shirts for sports day**
Short sleeve, solid house coloured (red, green, blue or yellow), collared shirts are an acceptable alternative to the FSS school shirt on this coming sports day. The style is available at all major outlets and the discussions suggested buying the style in bulk to on sell the week leading up to sports day as a fundraiser.

**Action:** Pam to contact Kmart for availability of stock and confirmation of colours.
**Action:** Leisa to include note in the newsletter re shirt option.

**Term 2 Fundraisers**

- **Cent Sale**
The cent sale is planned to be held 22 July 2012.

**Action:** Pam to confirm this date with Bauhinia House.
**Action:** Draft letters to be sent to businesses seeking their donation.
**Action:** Pam to confirm the Woodworkers cent sale date.

- **Movie night**
Potential fundraiser in both Term 2 & 4. A suggestion was made to have a prize or raffle associated for people attending this.

**School photo’s for 2013**
Feedback on 2012 photos was excellent in general. The Master portraits package for 2013 was discussed by the committee and all feedback was considered. The confirmed dates for 2013 are 25-27 March.

Motion: Master Portraits will be the provider of school photos for 2013. Moved by Kerri, seconded by Natasha. Motion carried.

Action: Pam to contact ‘Advanced Life’ and advise of this decision.

Handball Courts
Two quotes have been received for the slab and were compared and discussed. Shade structures will not be implemented at the same time as this is a staged project.

Motion: Linbridge Builders will install the slab as per the quote for $29,125.00. Moved by Leisa, seconded by Natasha. Motion carried.

Action: Kent to supply Leisa contact details for the hard shade structures seen at Beef Week.

Next agenda item
- Working bee to paint the tuckshop

Meeting closed at 8:55pm
These minutes are a true and correct record of the meeting:

Signed _________________________________(P & C President)

The next P&C Meeting will be 14th June 2012.