

# P&C Agenda

**Tuesday 14<sup>th</sup> October 6.30pm**

**Meeting opened** \_\_1849\_\_

**Welcome** – all + Helen Scott from the Lions Club, N Black, J Black, K Taylor, M Shearer, D Lambert, M Douglas, K Lane, T Still, K Merceia.

**Apologies** – J. Tonon, J. Watkins, N Lambert.

**Minutes** Moved by \_\_\_\_\_ J Black \_\_\_\_\_ Seconded by \_\_\_\_\_ M Shearer \_\_\_\_\_

## **Business Arising**

### **Cinema Under The Stars**

#### **Sponsorship**

- Coal & Allied \$1500 for screen, send certificate of appreciation, cinema flyer and admission ticket.
- Chapman and Slattery \$100, send certificate of appreciation, cinema flyer and admission ticket.
- A Plus Contracting \$200, send certificate of appreciation, cinema flyer and admission ticket.
- Sponsorship request letters sent to local businesses (see list), any others???
- McDonalds have offered to donate some vouchers to give out and are assisting with advertising by promoting our event at their McHappy Day as well as putting flyers in drive thru order bags.
- Acknowledgement of sponsors on the big screen and a poster display.

#### **Stalls**

- Request for volunteers sent home.
- Cupcake stall – cakes provided by parents, all profit
- Market Stall – Kylee, Jen and Katie.
- Face painting – if we get a volunteer
- Novelties – lucky dips, glow products (remainder to be sold at Presentation night).

#### **Entertainment**

- Hunter Valley Physie – perform at 6.30pm. To get confirmation of numbers from Kylie Hobbs.
- Jumping Castles

## Food

- BBQ – Lions Club, happy to provide BBQ and will set up under undercover area.
- Cold drinks – cans and poppers P&C (sell remainder at Presentation night)
- Coffee Stand – Forage Espresso, to set up in the am, donate 10% to P&C.
- Tropical Sno – offered to come and sell sno cones. Will pay a site fee or % of profits to P&C. ???
- Lollies, chips, ice blocks? P&C
- Snow cone provider offer to come

## Advertising and tickets

- Purchased 4 large signs for the entry roads and front of school
- 6x large posters for some local shop fronts - ??? Volunteer to distribute.
- 200 flyers – school families, sponsors, local schools and preschools,
- Advertising in school newsletter.
- Flyer has been emailed to The Branxton News
- Singleton Argus - \$267.30 for a 10cm x 10cm ad - ???
- Email to radio stations
- FB event page – share with friends, been put on local community pages
- Tickets purchased at the gate or from the school prior to event.
- Complimentary tickets sent to - local schools and preschools with our flyer to put in their newsletters, CWA, sponsors, physie performers, Mrs Crothers, others????
- place flyers in branxton hardware.
- N Black to approach moss builders.

## Other

- 100 club
- Lolly guessing comp
- Raffle – donated bbq, Majestic cinema tickets, other???
- K Lane to search for legoman costume

## Student involvement

- Lego model competition
- Colouring competitions
- Dress up competition
  - ✓ Information sent home to all families.
  - ✓ All will be on display under Cover at event.
  - ✓ Prizes – Lego stationary packs.... Plus McDonalds vouchers.

- ✓ Judge – on Saturday afternoon, to be done by Lions club.

### Set up

- Entry through small gate and path
- Lego display – classroom tables, pack up into classrooms on dark
- Colouring comps – hang in COLA
- P&C Food stall – lunch seats or weather shed? Lighting!!
- Jumping castles – in driveway at gate end for easy pack up and exit.
- Novelty and cake stalls - on grey area then combine with food stall
- BBQ – near tank
- Market stall – in driveway then pack up on dark
- Trestle tables (entry gate x1, food x2, cake stall x1, novelty stall x1, market stall x3, face painting x1) possibly 10 tables.
- Roaming – raffle, 100 club, lolly guessing comp.

### Orientation Day morning tea.

- Thursday 16<sup>th</sup> October, approx. 9.30am concludes 11.30am, not 1.30 as previously advertised.
- Topics – P&C events, meeting times, uniform, invite to cinema,.
- Uniforms on display, order at office.
- Provide morning tea and tea/coffee
- Set up in spare classroom
- M shearer to display library bags and swimming bags for sale for next school year.
- Older children to help buddy new kinders on orientation.

### **Correspondence**

#### **In**

- ✓ Expressions Fundraising – Tea towels
- ✓ Cadbury Fundraiser – Easter offer, selling bags of eggs for \$4 each. Buy price \$50.00, sell price \$80.00 per box. \$30 profit per box sold. (Freddos make \$20 profit per box). If pre-ordered for Easter before 30 Jan 2015 will receive a Cadbury hamper to raffle, Coles Myer Gift card \$50 and a free box to sell.

- ✓ Australian Fundraising Early Registration brochure for 2015 – Cookie Dough (profit \$4 per tub), My School walk or run for free (70% cash profit and 30% prize reward for students, My school spell-a-thon, Self run raffles. Register by 19 Dec - kirkton school not interested in these fundraisers

## Out

- ✓ P&C Federation notice of event for Cinema Under the stars
- ✓ Sponsorship request letters for cinema
- ✓ Cinema flyer and tickets to local schools and pre schools and CWA's
- ✓ Certificates of appreciation, cinema flyer and ticket to sponsors – C&A and Chapman and Slattery.

## Reports

- Principal -see attached
- President- see attached
- Treasurer - see attached
- Canteen -await free pizzas and lasannas offered by ithica suppliers. If enough pizzas maybe a pizza day at end of term. New yogurt sticks offered to menu at 50c and strawberry milk.
- Uniform - Christmas crackers being handmade to sell at stall, gift wrapping, and advertising to be promoted by K Taylor.
- Market Group

## Agenda items

- School App - to cost \$870.90 to be purchased by school. to investigate further as to what app is like and will our school families gain benefit from it?
- Bus for song room \$170 P&C to pay.
- Presentation night
  - Flowers for outgoing families
  - Lolly bags from Santa
  - Santa (with a working with children check). This has been arranged and confirmed for evening
  - Sell cans of drink, remainders from cinema night.

## **General business**

- Canteen dates for Term 4, still Friday with swimming?? - change to Mondays on Branxton swimming days and not to have when 2 week swimming block in Singleton. This will need to be advertised in newsletter and notice board for parents.
- Cadbury Chocs – Rebecca Bailey can take more to the council to sell so anyone with Chocs at home can return them to school if they like and I'll pass them on to her.
- Any other fundraising this year? - no
- Handmade Christmas card packs – send home order form (like pie drive). Collate orders, send orders home. 6 cards for \$10???
- Can a school bank account be established so parents can direct debit school payments..\_ M Douglas to look into for next year.
- K Taylor investigating whether Branxton bus can stop at Branxton Oval so Greta children could catch bus to Greta instead of Branxton.

**Next meeting Tuesday 11<sup>th</sup> November 2014 @ 6.30pm**

**Meeting close \_\_2020hrs\_\_\_\_\_**