

# AGENDA

## WILLOUGHBY PUBLIC SCHOOL P&C MEETING

7:00 PM, Wednesday 12<sup>th</sup> March 2014

Staff Room, Level 1, Administration Building at the School

1. WELCOME AND APOLOGIES
2. CONFIRMATION OF QUORUM
3. ADOPTION OF MEETING AGENDA
4. CONFIRMATION OF MINUTES FROM 13 NOV 2013 - TERM 4 MEETING - AGM
5. BUSINESS ARISING
  - NEW COMMITTEE MEMBERS WELCOME & INTRODUCTIONS
  - THANKS TO OUTGOING COMMITTEE MEMBERS
  - UNIFORM CHANGES AND UNIFORM SHOP ON-LINE
  - P&C VOLUNTARY CONTRIBUTION – FEEDBACK ON IMPLEMENTATION IN TERM 1
  - BEFORE AND AFTER SCHOOL CARE – UPDATE ON TENDER
  - PENSHURST ST PROPERTIES
  - NEW SCHOOL AUDITOR
6. SCHOOL EXECUTIVE REPORT
7. PRESIDENT’S REPORT
8. TREASURER’S REPORT AND TABLING OF AUDIT FINANCIAL STATEMENTS AND AUDIT REPORTS
9. GENERAL BUSINESS
  - TRAFFIC DROP-OFF/PICKUP SAFETY
  - ADOPTION OF “SKOOLBAG” – SMARTPHONE APP FOR SCHOOL EVENTS
  - OFFICE PROTOCOL
  - HALL KITCHEN CO-ORDINATOR
10. CORRESPONDENCE IN AND OUT
11. SUB-COMMITTEE ANNUAL REPORTS
  - 11.1. FUNDRAISING
  - 11.2. UNIFORM SHOP
  - 11.3. GROUNDS
  - 11.4. BAND
  - 11.5. RUGBY
  - 11.6. NETBALL
  - 11.7. CHESS
12. CLOSE OF MEETING