CHAPEL HILL STATE PRIMARY SCHOOL

Parents and Citizens Association

PRESIDENT'S REPORT

details	Tuesday 13 March 2018	President Viktoria Rice-Allen Vice-President Octavia Vaughan Lara Giunta

item	notes
General	
Successes *Things going well*	✓ Executive have met and found a working rhythm. ✓ Familiarised myself with Constitution, P&C Guide and spoken with P&C QLD for support when required. ✓ Worked with Tuckshop convenor to establish working relationship.
Roadblocks *Things getting in the way*	➢ More time to gain comprehensive understanding of <u>all</u> policies, procedures and requirements. ➢ No back up for Tuckshop Convenor if Shaan is unable to attend work.
Actions	
Decisions *Actions that have been implemented*	➢ The management of the employment of the Tuckshop Convenor (Shaan) will be undertaken as part of the President's responsibilities (with the support of the Executive Committee) as per the P&C Guide and advice from P&C QLD ➢ $200 for Tuckshop Convenor Food Safety Course ➢ $2950 for new Aircon unit in Prep C classroom ➢ $1980 for new aircon in Withdrawal Room (T.B. 8) ➢ $590 each for repair of Prep A and Prep E Air Con Unit fan barrels. ➢ Sub-committee reports to be submitted to the Secretary by 3pm on the Sunday preceding the General Meeting.

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Recommendations *Motions you want to raise*	➢ Employ a casual Tuck shop convenor (same level) to work <u>only</u> when Shaan is unable to attend work. (this will incur no additional cost to the Tuckshop as only 1 convenor would be paid for a shift) ➢ Conduct a Tuckshop Review by canteens.com.au. Last review was prior to 2014. This will review all aspects of the Tuckshop to ensure we can meet our business and profit goals. Cost will be advised at meeting (currently awaiting confirmation from canteens.com.au)
END	