

**COMO PRIMARY SCHOOL P&C ASSOCIATION
AGENDA FOR GENERAL MEETING NO. 18/04**

Meeting to be held on **Wednesday 20th June 2018** commencing at **7.00pm** in the school staff room.

- 1. Present and Apologies**
- 2. Confirmation of previous minutes.**
- 3. Business arising from previous meeting**

Action 1: need to communicate future change for online uniform shopping. Put on notice boards and keep in newsletters regular updates.

Action 2: Andrew will talk to head cleaner to organise paper towels.

Action 3: Andrew looking into getting a camera set up to monitor fridge activities.

Action 4: Andrew finding out if freezer owned by DOE or P&C, as school may be able to replace if belongs to DOE.

Action 5: school to source four artificial wreaths (have frames already so just need fake flowers) will progress at next meeting.

Action 6: table Grounds Committee progress at next meeting - Lynne

Action 7: advertise for Grounds Committee in newsletter

Action 8: Class Rep coordinator to discuss issue of teachers present with class reps and decide what they want to do.

5. Correspondence

6. Reports

6.1 President

6.2 Board

- Board Report

6.3 Principal

- Principal's Report

6.4 Treasurer's

- Treasurer's Report

7. Matters arising from Committees

7.1 Fundraising Committee

7.2 Banking Report

7.3 Uniform Shop Report

7.4 "Comovers"

7.5 Class Representatives

7.6 Safety Committee

8. Canteen Committee

9. Other Business

- 9.1** Artificial flowers for school wreaths

9.2 Grounds Committee progress

10. Date of next meeting

11. Close of meeting