

**SMARTIE PANTS  
PARENT COMMITTEE MEETING**

**MINUTES**

25<sup>th</sup> November 2006

**Attendance:** Dannielle Rowe, Sharon Carrafa, Emma Jones & Sarah Wilson,  
Megan, Cassandra Eastham, Tania Kouranos & Rebecca Skabar

**Apologies:** Eleanor Fitzmaurice & Sandy Black, Sonia Gleeson, Sarah Wilson

**Confirmation of minutes:**  
Meeting of 28/10/06 Read and Accepted.

**Actions from Previous Minutes:**

001/5	Parent Committee report to be included in Newsletter, Sonia to do and Introduction of P.C for newsletter	Sonia/ Cassandra	January Newslett er	
002/ 1	Program evaluation to be further discussed, Emma to provide a template	Sub- Committee	Next meeting	
004/1	E-mail address for the Parent Liaison to be put on Whiteboard and Web Site	Sharon/ Darren Higgins	20/1/07	
004/2	Minutes to be posted on Website	Sharon Carafa	20/1/07	
004/3	Feedback link to be included on Website for all to access	Darren Higgins	20/01/07	
004/4	Sharon to put that Minutes are available on Website	Sharon	25/11/06	
004/5	Dannielle to update Agenda 1 week prior to meeting, to allow for other items to be included	Dannielle	15/1/07	
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**5: General Business:**

- Christmas party to be held on Saturday 9/12/06, at Westerfold Park Starting at 10am for a BBQ, drinks and Icy poles to be provided. Invites are to go out ASAP, available this week. Wet weather plan or total Fire Ban day, BBQ to be at Smartie Pants.
- Parent Committee members are invited to put something together for the next newsletter any ideas, suggestion or feed back welcome. Please bring to next meeting.
- Parent Liaison email address now available- [parentliaison@smatiepants.com.au](mailto:parentliaison@smatiepants.com.au)- emails will automatically for to Teha.
- Parent Liaisons contact details to be put on white board for all parents to view. Also to be put on Website

- Reminder to all parents to label their child clothing, clothing will be hung up in room or returned to bags, if labeled, if not it can be located in Lost Property.
- Water is to be constantly available to children when having outside play, jumpers are to be removed or put on depending on weather regardless of child's arguments, it is in the carer's digression.
- No outside play time between the hours of 11am and 3pm if over 30 degrees.
- Handover sheets are to be completed and updated so parent knows how their child is feeling/ behaving etc for the day.
- Sharon and Natalie will discuss room folders as an operational issue and discuss whether they are backdated or filled out going forward.

**6. Matters requiring ratification of executive decision**

- Not Applicable

**7. Matters for noting and, where appropriate, acceptance of recommendations.**

- Not applicable

**8. Other Business**

**9. Next Meeting**

Saturday 20<sup>th</sup> January 2007- 9.00am, Smartie Pants.

Meeting closed 10.45am