

**SMARTIE PANTS
PARENT COMMITTEE MEETING**

MINUTES of 2nd June 2007

Attendance: Dannielle Rowe, Sharon Carrafa, Emma Jones, Sarah Wilson, Megan Pinn, Tania Kouranos & Rebecca Skabar, Natalie Higgins & Sonia Gleeson

Apologies: Cassandra Eastham, Teha Smart

Confirmation of minutes:
Meeting of 31/3/2007 Read and Accepted.

Actions from Previous Minutes:
Completed, following to be carried forward

006/3	Sharon to provide more Feed back on the introduction of Children report With the introduction of Learning stories to the Pip Squeaks and Kinder Rooms.		
007/2	Photo Introduction of Teha, to be put up in front foyer and all staff photos to be updated on room doors for parents.		
007/2	Events Calendar to posted on entrance doors Monthly, as well as making it apart of Xmas gifts		
007/4	Staff photos have been removed from website, and new photos of center to be included, staff will no longer appear.		

5: General Business:

- 1 Discussion of Time that the P.C is held, to encourage more volunteers, moved it on a bi-monthly rotation from weekends to weekdays.
- 2 Sonia Gleeson is to step down as Co-Chair person
- 3 Meetings to Co- Chaired by Rebecca Skabar and Cassandra Eastham.
- 4 Parent representation is needed from all rooms, members to encourage new volunteers.
- 5 Next meeting will be held last Thursday in June at Smartie Pants- 5.30pm
- 6 Notification of Room/ center activities to be on Entrance doors, Notices in Newsletters and update on the Web site
- 7 Parents can submit their email address via a link on website to received E-Newsletter and activity notification
- 8 Main entrance Opening Door, to be for Illness notification only.
- 9 Emergency contact details can now be made on the Website
- 10 Medication policy to be emailed for all to view
- 11 Medication box in Kinder room to be added.
- 12 The issue of paint not washing out of clothes was raised and suggested that children supply their own Art smock in the form of an old shirt from home.
- 13 The issue of children being overdressed/ underdressed was raised, and for those children to young to make their own decision or undress/ re-dress themselves it is

up to the carers discretion, carer can give the child a choice of inside or outside play depending on weather and clothing worn.

- 14 Gate at front entrance doors is being erected.
- 15 Staff to initial communication book to acknowledge that it has been read/ actioned
- 16 Easter fundraising raised \$700.00 to go towards outdoor play equipment, a chocolate drive is currently taking place for a outdoor living cubby to be built
- 17 Sonia to investigate the possibility of holding a trivia night in late August

6. Matters requiring ratification of executive decision

- 1 Not Applicable

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

- 2 Not applicable

8. Other Business

9. Next Meeting

Thursday 29th June 2007 5.30pm, Smartie Pants.

Meeting closed 12.10pm