

MINUTES OF P&C MEETING

Tuesday 14th February 2017, 7:50pm in the CCPS Staffroom

PRESENT

Keith Bentwitch, Eugenie Bestic, Tanya Boys, Jeanette Cope, Clare Dunstan, Sarah Dandy, Susannah Gallagher, Tracey Garret, Alex Gerber, Jane Godfrey, Harriet Hill, Melinda Holmes, Tom Huckerby, Susan Jacobs, Anne Leyton-Smith, Trent Moses, Kellie Munn, Gudny Palsdottir, Simone Porter, Andrew Wangler, Bernice Winoto,

APOLOGIES

Belinda Abbott, Rebecca Buckton, Margie Byrom, Celia Crosby, Adam Wechsler, Mandy Zimbounellis

MINUTES FROM PREVIOUS MEETINGS

Minutes from the P&C meeting on 12.12.16

- Moved by S Gallagher
- Seconded by C Dunstan

MATTERS ARISING FROM PREVIOUS MINUTES

Items from previous meeting:

- Budget for 2017 – was reviewed by attendees, explained by J Cope and accepted at the meeting.
Nominated by: Melinda Holmes
Seconded by: Eugene Bestic
Voted and agreed upon by all present
- It was clarified that the P&C funds pay for 7 additional specialist teaching days each week.

PRINCIPAL'S REPORT

J Cope presented the Principal's Report.

- Welcome to 2017. There are 4 Kindy classes that all started well.
- Enrolments are currently 472. This entitles us to 19 classes and we are operating 20 classes which means less students per class which is beneficial for every child in the school. The additional class teacher is funded from money donated by The Kids Castle.
- New staff are settling in well – refer to school newsletter for all teacher details.
- The school is very appreciative of the work done by the volunteers and hopes that in 2017 more people will become involved.
- J Cope asked C Dunstan to address the parent body at the parent/teacher information night on 15/2/17, as this is the largest parent attended event for the year.
- Shell Update – J Cope will contact G Clare for an update to present at the next meeting.

TREASURER'S REPORT

The Treasurer's Report was presented by H Hill and will be uploaded to the P&C website for reference. Refer to the report for details.

- The final cost of 2016 calendars to be reviewed and reported.
- The 2 new Vice Presidents to be added to the bank account and authorised signatories.

Action: H Hill to organise.

Action: Upload reports to website – S Dandy

COMMUNICATION CO-ORDINATORS & FUNDRAISING REPORT

The Communications and Fundraising team presented the reports:

Recent Activities:

- Kindy play in the park was held on hot day but good turnout of 30+ families
- Tissues & Tears was well attended
- Welcome afternoon tea was held in heat wave conditions, but still a great turnout and result, approximately \$1000 raised.

Upcoming Activities:

- Cocktail parties organised so far - Kindy - 25/3/17, Year 2 - 4/3/17, Year 5 - 28/4/17 – invitations to go out shortly
 - P&C Class lists are being finalised and updated by R Buckton
 - The team is working closely with the front office staff on the weekly Newsletter
 - Facebook Community - around 200 people have signed up – great feedback about the swimming carnival
 - All Class Parents and Year Coordinator positions are now filled.
 - Great meeting held with Year Coordinators – in 2017 the YC's will be empowered to run with their own events.
 - An events calendar was drafted and circulated prior to the YC's meeting on 10/2/17.
 - The key outcomes from the meeting were:
 - Spring Fair is highly labour intensive with not enough funds raised for the volunteer time and effort invested. The group proposed replacing it with a multicultural event, such as a Night Noodle Market. This would encourage involvement from a wider representation of the parent community. Proposed date Friday 9/9/17. This was discussed and agreed not to proceed with Spring Fair and to replace with Night Noodle Market.
 - Proposed to conduct one (1) cake stall per term – was agreed at the meeting, with addition of one for the Junior Athletics Carnival as well as the Senior Athletics Carnival.
 - Calendars - organisation of this is labour intensive – agreed to appoint 2 coordinators to manage this project, instead of allocating this to the Kindy Year Coordinator.
- Action: B Winoto to review volunteer list for suitable people to assist**
- The free commission offer of \$16,000 from Ireson from 2016 is going ahead. S Porter and C Dunstan to meet with C Ireson on 16/2/17 to discuss ongoing sponsorship opportunities and presentation of the cheque to the School Community.

Claire thanked the new coordinators and congratulated them on a great start to the year.

BAND REPORT

A Gerber presented the Band report and update.

- Gudny Palsdottir has volunteered for the position of Band Coordinator.
- Band Camp dates advised as 27th and 28th April.

SPORTS COMMITTEE REPORT

T Boys presented the report on behalf of the Sports Committee.

Swimming Carnival

Really great day, lots of participation. We worked with Natasha to help with the entries and seeding of the heats which we think helped with the running of the carnival.

We would love to get the zone team together for a few training sessions prior to zone which will help with team spirit as well as help them with their swimming and the more technical aspects of starts, turns and relay changes. We have spoken to Carlile about using Carlile at a lunch time and would also like to look at hiring a lane at Lane Cove to work on starts and get them in a 50m pool.

Action: this was agreed at the meeting – Sports Committee to proceed working with N Reynolds

Action: In Term 4, Review the opening and closing time of entries for swimming carnival. Needs to be done earlier to enable a modified timetable for 2018 carnival.

General Sport

We would like to have a clearer understanding of how the school would like to use the sports committee as we have been helping at the carnivals but haven't had any involvement so far with PSSA sport and if they would like our help with this and in what capacity.

Action: a separate meeting to be held between J Cope, N Reynolds and the Sports Committee

CORRESPONDENCE

- General fundraising brochures provided to S Gallagher.

OTHER BUSINESS

- Andrew Wangler talked about Ethics, which is an alternative to scripture or non-scripture. It is run by volunteers. In 2016 there were 9 teachers with 7 classes totalling 140 children. Currently for 2017 there are only 4 teachers. This means that Ethics cannot be offered for Kindy children, and some children currently attending cannot continue.
- A Wangler is trying to recruit new volunteers to teach Ethics, and will present at the Parent / Teacher information evening on 15/2/17.
Action: J Cope approved inclusion of Ethics Volunteers Volunteers Required flyer in school newsletter
Action: M Holmes to include message on CCPS closed Facebook Community
- General discussion regarding school banking was held and voted against at this time.
- General discussion regarding School Year Book was held, with relation to providing an online version as well. The consensus was that this item does not have to be a revenue raising item, as it provides a community service.

Action: C Dunstan and K Munn to hold separate meeting to discuss

ACTION ITEMS SUMMARY:

| Action | Allocated to | Due date |
|---|--|-----------------|
| • Contact G Clare for an update to present at the next meeting. | J Cope | 14/3/17 |
| • The final cost of 2016 calendars to be reviewed and reported. | H Hill | 14/3/17 |
| • The 2 new Vice Presidents to be added to the bank account and authorised signatories. | H Hill | In progress |
| • Upload Finance Reports to P&C website | S Dandy | 17/2/17 |
| • Organise team for Calendar project | B Winoto | End Term 1 |
| • Extra training to be held for Zone Swimming Carnival participants | Sports Committee / N Reynolds | asap |
| • Review the opening and closing time of entries for swimming carnival for 2018 | Sports Committee / N Reynolds | Term 4 |
| • Set date for meeting to discuss role of the Sports Committee | J Cope / N Reynolds / Sports Committee | Term 1 |
| • Include Ethics Volunteers request flyer in next school newsletter | J Cope / Gina | 17/2/17 |
| • Include Ethics Volunteers request in closed CCPS Facebook community | M Holmes | 17/2/17 |
| • Organise separate meeting to discuss School Year Book for 2017 | C Dunstan / K Munn | tbc |

Meeting closed at 9:30pm.

Next General meeting will be held on Tuesday 14th March 2017 at 7:30pm in the Teachers Staffroom.