



P&C Agenda Tuesday 11 September 2018, 7pm, Castle Cove Public School Staffroom

Agenda Item	Time Allocated	Vote Required?
Present and apologies	3 min	
Minutes of the previous meeting	2 min	Yes
<p>Matters for action - arising from the previous minutes</p> <p>Finance:</p> <ul style="list-style-type: none"> • Discuss amount and category for next transfer of P&C funds to CCPS (Committee, JC, HH; Yumiko). <p>Year 6 FundRaising:</p> <ul style="list-style-type: none"> • (J. Cope & Sarah Dandy) to liaise on Year 6 fundraising page content. <p>Teacher Training Kits</p> <ul style="list-style-type: none"> • (J.Cope) to return on possible use of P&C finances to support reading kits <p>Grants & Funding</p> <ul style="list-style-type: none"> • (G. Clare, C. Cowley) has done an interim report to committee • On top of money (~\$36k) and will advise P&C where when how it gets paid <p>P&C School Survey (discuss later)</p> <ul style="list-style-type: none"> • (H.Hil) - communicate how we are spending the \$ for the school . To decide in Sept P&C, and action. <p>Vacancies for Band (P&C approval needed for posting) -</p> <ul style="list-style-type: none"> ○ Co-ordinator is needed to ○ Liaise with the venue to plan upcoming camp rooms/meals/activities ○ Book transport to and from camp ○ Liaise with school regarding staff and roles for staff ○ Communicate information to parents regarding volunteers/camp requirements ○ Assist tutor Co-ordinator (this may also be another position, but will check) in allocating tutors to the camp 	15 min	

<ul style="list-style-type: none"> ○ One night commitment to the camp is needed ○ Co-ordinating the running of the camp on the two days 		
Matters for noting - Principal's Report	10 min	
Matters for noting - P&C Reports provided: <ul style="list-style-type: none"> ● TREASURER ● SPONSORSHIP & FUNDRAISING ● BAND Coordinator & Treasurer ● SPORTS Committee ● WELL BEING Committee ● GRANTS & Sponsorship 	30 min	
Matters for noting - Correspondence	2 min	
Matters for Discussion <p>1. P&C positions to be advertised/ Think for end of year:</p> <ul style="list-style-type: none"> ● Website coordinator (2019) ● Secretary (2019) ● Treasurer (2019) <p>2. Survey:</p> <p>If we run a P&C survey, let's calendar it, possibly for Oct, with results in Nov to impact budget planning for next year ?</p> <p>Not to duplicate over the other surveys going on (tell them from me < parents > , Roy from kids castle).</p> <p>All agreed on the need for a core focus for the survey :</p> <p>(H.Hill to run report on financials to date)</p>	20 min	

We welcome and encourage all parents to attend the meetings, which are held on the 2nd Tuesday of each month during term, at 7:00pm. P&C documents, including minutes of meetings are on the CCPS P&C website at www.ccpsspandc.org