



## MINUTES OF P&C MEETING Tuesday 13th August, 7pm at CCPS Shell

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### PRESENT

Llanie Kelly, Blair Cornwel-Smith (Chair), Duncan Cooke, Louisa Moynihan, Cindy Suen, Anna MacPherson, Susie Jacobs

### APOLOGIES

Jeanette Cope, Chris Cowley

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### MINUTES FROM PREVIOUS MEETING - BC

#### Term 2 P&C

- Moved by BC
- Seconded by DC

### MATTERS ARISING FROM PREVIOUS MINUTES - BC

#### Feb 2019 AGM:

- As this is Kelly Munn's last year as Yearbook Coordinator advertise in newsletter for assistant Yearbook Coordinator - ACTIONED

#### May 2019 Meeting:

- Expenses and Collections Guidelines: Upload to website - ACTIONED
- Special Project:
  - Follow up meeting to consolidate the ideas list - ACTIONED
  - Communication to school community to vote on preferences - ACTIONED
  - P&C to choose project based on the community feedback - ACTIONED
- My Community Project grant: LK and JC to discuss and determine whether a submission can be completed in time. - ACTIONED (LK - did not progress this grant further due to lack of time to complete submission)

### MATTERS FOR VOTING - BC

#### Election of President

BC thanked Chris for his service and time devoted to CCPS P&C and wished him well for his family's move overseas.

Llanie Kelly nominated for President, Moved by BC, seconded by DC

#### Election of Secretary

Anna MacPherson nominated for Secretary, Moved by LK, seconded by BC

#### Vote for Special Project

The results of the community feedback on the special project was discussed noting that the Outdoor Learning & play space was overwhelmingly the community favourite with 82% of respondents supporting and 59% of respondents choosing it as their 1st preference. A vote was held with the majority voting for the Outdoor Learning/Playspace.



## PRINCIPAL'S REPORT - SJ

- The teachers wish to send a big thank you to the Sports Committee and the volunteers on the day for a great Athletics carnival last Friday. It was an amazing day.
- Science under the Stars is on Friday and teachers are working hard in preparation
- The Block A refurbishment is underway, and the turquoise building will be repainted afterwards, probably in the next school holidays.
- The Shell continues to be utilised really well, including as a backup classroom for the Block A students.
- School staff are having cyber safety training in 3 weeks time (being run by the same people who spoke to parents last term)
- Senior camp is coming up 4-6th September
- Library continues to be refurbished and is looking great. The wellbeing corner is up and running, and new laptops are replacing old desktops.

## MATTERS FOR DISCUSSION

### 1. Special Project - LK

Discussed survey results and the next steps to progress the outdoor learning space. Enthusiastic and/or experienced volunteers are invited to join the working group to take this idea forward.

**Action Items:** LK to form a working group (if possible). Investigate next steps and report back to P&C at next meeting. Engage teachers for their input.

### 2. Blokes Night - DC

It was a successful night with 33 attending and raising \$500. Everyone had a great night & we will hope another event next year.

### 3. Moonlight Cinema - BC

Date has been locked in and planning is underway. This is being coordinated by Sophie and Lisa. The company providing the cinema does not offer a backup date in the event of wet weather.

### 4. Communication- BC, LK

There is concern that people don't read through the whole newsletter to the P&C section. Discussed P&C sending out a newsletter each fortnight in between the school newsletter. Also discussed whether Friday afternoon is the best time for the school newsletter to be sent out (as people may be too busy to read). DC mentioned Cammeray Public school had a good calendar system.

**Action Items:** BC to discuss with Gina and Jeanette other options.

### 5. Vacant positions

There are a number of P&C vacant positions that need to be filled, in particular the Working with Children Check officer and Yearbook coordinator. Advertising is ongoing.

## TREASURER'S REPORT - LM

- Balance of accounts as at 2nd August 2019:  
Main Account: \$189,526  
Saver Account (Building Fund): \$2,551  
Band Account: \$38,289
- The main account balance includes \$3,166 being held in trust for the Year 6 gift to the school. These funds relate to earnings from the disco and the Pedlar's Parade.
- Profit and Loss and Balance Sheet reports to 2nd August 2019 have been provided.
- P&C voluntary fees of \$84,537 have been collected and are yet to be transferred to CCPS P&C. This is remarkably lower than last year's collection of \$101,033. Thank you to all the families who generously contributed these voluntary fees.



- The Arabian Nights mid-year function raised \$42,260 with net earnings of \$32,262 which is a fantastic effort of all involved.
- June BAS has been lodged and refund of \$6,386 is expected (GST refund from items such as Band Masters fees, mid-year event expenses).
- Ireson have been invoiced and have settled the June quarter contribution of \$2,500. CCPS P&C will also receive \$1,250 from the settlement of 5 properties in the June quarter. These funds should be settled in the next week.
- Balance sheet and profit & loss statements were provided at the meeting.

## **SOCIAL AND FUNDRAISING - BC**

- Kindy information night is on tomorrow and Blair will try to encourage volunteers for next year.
- Yr 3 & Yr 5 cocktail nights are coming up

## **SPORTS COMMITTEE REPORT - Jane Godfrey**

- N/A

## **BAND TREASURER REPORT - Cindy Suen**

- The Training band recently won Gold at the ASBOF competition! What a great result.
- Some instrument repairs are required and CS was not sure the protocol for getting quotes for these. Discussed it is preferable to get 2 quotes. Discussed asking Sam Edwards for advice for another repairer.

## **BAND REPORT - Jacqui Menge**

- N/A

## **WELLBEING SUB-COMMITTEE REPORT - Bernice Winoto**

- Our Term 3 Wellbeing Forum will be on Mental Health and will be in the Shell on Thurs 5th Sept. Email and promotion will start next week. Speaker is Kim Huckerby
- The Wellbeing Corner in the library is coming together. Natalie Parsa has organised this space and we'll provide some copy for the next The Cove newsletter. We've liaised with Louisa on payment for this initiative

### 2) P&C Survey

- As mentioned previously, I would recommend that this year we do a combined school & P&C survey.
- We get less than 25% of the school population responding to the surveys and it just isn't a large enough representation of the school community to base any significant decisions on
- If we can do a combined school / P&C survey, then I'm hopeful that there would be a stronger response and therefore the results would be more relevant
- I would not expect the P&C results to differ significantly - the responses are generally positive and supportive. However, a stronger sample size would be preferable.

### 3) My P&C Efforts in 2020

- I will be stepping down from my Wellbeing and Survey responsibilities in 2020.
- I will continue to support the P&C initiatives and do what I can, but getting to my P&C responsibilities at 1am is not something I wish to sustain.
- I will see if any of our existing Wellbeing team members are willing to take over the 'lead' role and will advise P&C accordingly. Otherwise - please add this to our roles to be filled for 2020



## **GRANTS AND SPONSORSHIP - Llanie Kelly**

- My Community Project grant: LK and JC discussed post last P&C meeting but did not progress this grant further due to lack of time to complete submission.
- Spoke about the desire to have a dedicated volunteer to assist with grants.
- Ireson continue to offer wonderful sponsorship funds to the P&C - thank you!

## **CORRESPONDENCE**

LK to distribute after the meeting.

## **OTHER BUSINESS**

- n/a

**Vice - President, Blair, closed meeting at 8.30pm**

**Next P&C Meeting: Tuesday 22nd October, 7pm in the Shell**

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