



MINUTES OF P&C AGM & GENERAL MEETING

Tuesday 18th February, 7pm at CCPS Shell

PRESENT

Llanie Kelly, Kurt Hegvold, Samantha Hegvold, Kate Westoby, Susie Jacobs, Julian Ryan, Jade Ryan, Natalie Wise, Ann Burton, Jamie Turner, Louisa Moynihan, Cindy Suen, Jane Godfrey, Jacqui Menge, Zara Davar, Jeanette Cope, Anna MacPherson, Harriet Hill.

APOLOGIES

Duncan Cooke, Blair Cornwel-Smith, Anne Layton-Smith, Trent Moses

MINUTES FROM PREVIOUS P&C AGM MEETING

February 2019

- Moved by Louise Moynihan
- Seconded by Jane Godfrey

MINUTES FROM PREVIOUS P&C MEETING

Term 4 2019

- Moved by Llanie Kelly
- Seconded by Jane Godfrey

PRESIDENTS REPORT Llanie Kelly

A big thank you to all our hard working volunteers for their work over the year. In particular, I'd like to acknowledge the committee members – Blair Cornwel-Smith (VP and Social and Fundraising Committee), Louisa Moynihan (Treasurer), Duncan Cooke (VP) and Anna MacPherson (Secretary). We make a good team and I enjoy working with you all.

I also want to mention a special thanks to the 2019 year coordinators who do so much for organising the classes and fundraising – a special mention to Alicia Spyrou and Sophie Sherrard who organised the biggest fundraiser events in our calendar– the mid year function and movie night.

Also a call out to a unsung hero – Jodi Zimmer for managing our website. We are working towards revamping this in 2020 which will hopefully improve website ordering and maintenance and ensure we have the best security.

Supporting the school/community

- Throughout the year the P&C do a lot to support the school and community. We had a successful cocktail party event here last week (thank you for my committee for organising). It was great to welcome some new families and we used the opportunity to educate people on what the P&C do and to highlight where we are looking for new volunteers. Hopefully everyone who came will stay engaged with the P&C.



- Edwina Higginbotham as outgoing and current Kindy coordinator organised events to welcome the new families to the school.
- Sports committee work hard organizing swimming and athletics carnivals and preparing for zone carnivals - Jane Godfrey, Eugene Bestic and Tanya Boys
- Wellbeing committee set up wellbeing corner in library and holding wellbeing events to educate parents – Bernice Winoto, Natalie Parsa, Kim Huckerby, Erin Mitchell, Natalie Wise
- Band Committee tirelessly work to get band up and running and functioning - Jacqui Menge and Cindy Suen and many more.
- Class and year parents for organizing cocktail parties, fund raising events, class parties, etc

Providing services

- We run the second hand uniform shop (thanks so much to Yvette Preston and Sonja Nunn)
- Produce a yearbook for childrens memories (Kellie Munn)

Fundraising

- Voluntary contributions – received \$92,900 (approx. 315 children)
- McGrath sponsorship \$19750
- Mid year event \$32262
- Disco \$3359
- Moonlight Cinema \$2755
- Cards and calendars \$2674
- Yearbook \$1600
- Science under the stars \$2600

Spending funds

Through our efforts we were able to purchase the following items for the school:

- Earmarked funds for outdoor learning project (thank you to Gabi Parke and Kellie Tyrrell)
- \$45,000 for technology support for classrooms (ipads, laptops and robotics/STEM resources)
- \$25,000 for high quality learning support
- Wellbeing forums and initiatives

Advocacy

- Working with Jeanette we bring up concerns you have had around the grounds, school wellbeing programs etc.
- I was also invited to be on the panel for appointment of Assistant Principal (after Margie Byrom's replacement) as a parent representative (congratulations to Ann Layton-Smith). It was an honour to be invited and to be included to have a say. It was a really insightful process learning about what we expect teachers to deal above and beyond simply teaching in class.

I thank you for your support as I still learn the ropes after taking over from Chris Cowly half-way through 2019.

I am still meeting some of our volunteers so please introduce yourself if I don't know you. We have had interest from new parents to help out in new ways in 2020. I am really looking forward to a productive and happy P&C in 2020 and look forward to all we will achieve (and have fun along the way!).

Thank you all for your amazing support and all you do for our community and school.



ELECTION OF OFFICE BEARERS

Positions	Name	Nominated by
President	Llanie Kelly	Jane Godfrey – all in favour
Vice President	Duncan Cooke	Self-nominated - all in favour
Vice President and Social Events and Fundraising Coordinator	Blair Cornwel-Smith	Self-nominated - all in favour
Treasurer	Louisa Moynihan	Self-nominated - all in favour
Secretary	Anna MacPherson	Self-nominated - all in favour

NOTING OF SUB- COMMITTEE COORDINATORS

Position	Name
Band Sub-Committee Coordinator/s	Jackie Menge
Band Treasurer	Cindy Suen
Sports Sub-Committee Coordinator	Jane Godfrey
Wellbeing Sub-Committee Coordinator	Natalie Wise
Grants Coordinator	Kurt Hegvold
2nd Hand Uniform Shop	Sonia Nunn, Yvette Preston
WWCC Coordinator	Samantha Hegvold
WWCC Officer	Llanie Kelly
Website/Publicity Coordinator	Jodi Zimmer / Zara Davar
Survey Coordinator	Jamie Turner
Yearbook Coordinator	Kelly Munn / Julia Sit
Outdoor Learning Coordinator	Llanie Kelly

End of AGM 8.00pm



General P&C Meeting

MATTERS ARISING FROM PREVIOUS MINUTES

Outdoor learning – speak to teachers to get their input – Llanie Kelly
Llanie spoke to teachers to get their input.

P&C Website - investigate website upgrade for P&C – Llanie Kelly
Investigated wix.com. Recommended we go through a word press website. Jodie Zimmer has quotes from a developer. Need to follow up this year. The current website is not secure and falls over.

Class Lists update – Cate Bacon suggested google forms for class lists. A lot of work went into setting it up. The issue is getting someone to sign up every year with class year and any allergies. So far 280 kids names. Having trouble to get all kids names. Might need to approach this better. Sam Hegvold and Llanie Kelly to take this offline.

School Mural - investigate where mural should go.

A spot was chosen but then a tree fell on side of hall. This means we can't access the wall. We have to wait for this to be cleared. – Jeanette Cope.

MATTERS FOR VOTING

No Matters for voting

PRINCIPAL'S REPORT

Swimming carnival: We had a great start to this year with the swimming carnival being held on the first day. Thank you to Jane and Eugenie who gave us so much guidance and assistance. The Sports Sub-committee is invaluable and we are so lucky to have their expertise.

Staff and Classes: We have 445 students enrolled this year in 19 classes (even though we are only funded for 18). No class has over 27 pupils. Congratulations to Anne Layton-Smith who has been appointed to the position of Assistant Principal. Laura Valenski has joined the school and is replacing Anne Palmer for at least Term 1. We were all very saddened to hear about the loss of Anjali Rao's husband. She is well respected member of the staff and we miss her and look forward to welcoming her back soon. Congratulations to Emma McLeod who will be married this Saturday. Natasha Reynolds has taken a year's leave of absence.

Best Start Program: Best Start Interviews with the new Kindies have taken place over Week 1. This gives the classroom teacher knowledge about the child and what skills they arrive at school with and helps them differentiate programs accordingly. Kindies are settling in well with lots of smiling faces.

Storm Damage: The recent storm has set things back a bit. Six trees fell down in the last storm with one tree taking out 3 other trees. There is a lot to be cleaned up. Students have been great about knowing where they can and can't be.

Rotary Thank You: I attended a Rotary thank you dinner where the school was thanked for the giving tree. Rotary were appreciative of the generosity of community.



Interrelate: 4/5/6 – Have been participating in Interrelate.

Benchmarking: Focus for this year is assessment. Benchmarking is an assessment tool for our levelled Reading program. Children here are fluent readers and phonics programs are clearly working well. We now want the focus has to shift towards development of vocabulary, applying knowledge and understanding what they are reading needs to be included. A new Benchmark level will be issued this term that reflects comprehension rather than fluency.

MATTERS FOR DISCUSSION

Vacant Positions: 4M and 5T class coordinators.

Outdoor learning space: Gaby (landscape architect). Have done a walk around. Did a mud map of how kids used the school. At the stage of bedding down some ideas. Received so many ideas. What is appropriate for where.

ACTION – Outdoor Learning Committee: look at other schools are doing. Roseville primary school has eating area and table and chairs. The kids love artificial grass areas and love sitting on the ground. Lindfield learning village might be a good school to look at. Still has a lot to complete. Lots of facilities. Could we use some calming pods. Sensory calming pods. Can fit 5 kids.

Any other business

Historical photo albums: Jane Westoby – photo albums that go back 50 years. They have been taken out of circulation due to wear and tear damage. Would like to look at re-doing as pages falling out. Looking for helpers to do this. Looking for parents to digitalise them and look at albums and see what can be fixed. **ACTION** – BCS: Advertise for helpers.

70th anniversary: Is coming up in 2 years time. Have a few tactile things. Wonderful time and look forward to doing something for 70 years. Discuss at next P&C meeting.

Would like to thank the P&C as 6 kindergarten mums have volunteered to help books away. **ACTION** - KW: send names to Llanie.

SOCIAL AND FUNDRAISING – Blair Cornwel-Smith

- 2019 General feedback from parents is they appreciate not having to bake and coordinate as many events as we have done in the past.
- Moonlight cinema in October last year – movie was well received. Massive turn out. Approx 470 people. Well done to Sophie and her team.
- Year 4 have their cocktail in November. Other year group cocktail parties dates TBC.
- Focus is to find year coordinators for next year. All have confirmed apart form year 5. Still need a class parent for 4T. Will continue to go in newsletter until we find someone.
- 2020 events will be:
 - Term 1 - Welcome Afternoon Tea - 14th Feb - Yr5/6
 - Term 1 - School Disco - 12th March - Yr 3
 - Term 2 - Mid Year Event - Date TBC - Yr 1
 - Term 3 - Moonlight Cinema - Date TBC - Yrs 2&4
 - Term 3 - Bledisloe Cup - Exec Committee
 - Term 4 - Science Under the Stars - Date TBC - BBQ - Yr 5



Treasurer's Report – Louisa Moynihan

Balance of accounts as at 10th February 2020:

Main Account: \$150,463

Saver Account (Building Fund): \$2,552

Band Account: \$23,446

- The main account balance includes \$383 being held in trust for the Year 6 gift to the school. These funds will be used to mount the mural to the hall wall when ready.
- Profit and Loss and Balance Sheet reports to 10th February 2020 have been provided.
- December BAS has been lodged and refund of \$1,308 has been received (GST refund from items such as Band Masters fees, Moonlight Cinema and calendar artwork expenses).

2020 Budget – Louisa Moynihan

- The plan for the Outdoor Learning/Play Space is still being organised but the P&C aim to allocate approximately \$90k.
- The P&C Executive Committee has tried to be conservative in preparing the 2020 Budget, figures have been based on 2019 activity, trying not to create undue pressure on CCPS parents in their fundraising efforts.
- A lower P&C voluntary contributions figure is largely the result of reduced student numbers.
- Due to reduced student numbers and subsequent reduction in P&C voluntary contributions, the following P&C contributions to CCPS have been reduced:
 - Teaching Support reduced by 10k on previous years, usually 90k
 - Technology Support by 5k on 2019 contribution, 45k in 2019
 - High Quality Learning Support by 5k on 2019 contribution, 25k in 2019
- We have increased the Wellness Committee's budget to allow for more forums and/or other events and projects.

Sport Report – Jane Godfrey

A huge thank you to Susie Jacobs for taking over sport at the school. She has hit the ground running with the swimming carnival on day one of Term 1 at Knox Grammar.

The decision to move venues from North Sydney pool was made due to the lack of shade being erected for the carnival season.

With factors such as smoke, heat and storms high on the forecast for February, an indoor Facility such as Knox was a huge thrill. If for nothing else but to see the kids names and times up in lights on the electronic scoreboard... and for the early arrivals, to see Kate Campbell finishing her training session!

We thank Jeanette and Susie for "running with it" for 2020. Any feedback is warmly welcome, but so far it all seems to be the positive far out waying the negative.

Castle cove are running the Zone Carnival for 2020. So preparations are well under way for that.

This will be held at Ryde Aquatic on Friday 13 March. Again a change from North Sydney pool.

Eugenie and I will be running 2 training sessions for the Zone team on the next two Sunday afternoons from 4-5 pm at willoughby pool to practice for the carnival.

All in all a great start to the year. Many thanks. Jane Godfrey



CORRESPONDENCE

N/A.

President, Llanie, closed meeting at 8.58 pm

Next P&C Meetings

Term 2, 5th May, 7pm in the Shell

Term 3, 28th July, 7pm in the Shell

Term 4, 20th October, 7pm in the Shell
