

**Corrimal Public School P&C
Minutes of 13th May, 2014**

The meeting was called to order at: 6:07pm

Attendance:

Delina, Lenora, Anne Maree, Robert, Paul, Tim, Matt, Vanessa, Rebecca

Apologies:

Bek, Zara

Last Meeting's Minutes: Submitted by; Delina

- Read and accepted.

Business from Last Meeting:

- ANZAC wall – Matt and Tim had a meeting about the suggestions/proposal and Tim is taking it to the staff to discuss, he is extremely happy with everything the Matt has put forward. The grant proposal needs to be submitted by the school not by the P&C. It needs to be submitted by the 30th and it will be announced in either June or July. The grant is for \$5000 to rejuvenate our ANZAC wall and add a garden behind with plants that are reflective of the meaning of ANZAC and mosaics to go on the wall etc. There is a clause in the submission that if the cost of the rejuvenation goes over budget that the school or P&C will need to cover it. It was asked that the P&C cover the cost if this was to happen. All members present were in agreement to cover the cost if this happens.
- School Notice Apps – Lenora has done some research and is passing it onto Tim. Tim is looking into it and we will revisit it at a later date.

Correspondence In/Out:

In

- Lots of fundraising advertising information.
- All invoices given to Bek

Treasurer's Report: Given by; Lenora

- P&C Balance \$5498.02
- Canteen Balance \$1012.61

President's Report: Given by; Lenora

- We have a bit of left over soft drink and water in the storeroom will donate to SRC disco and then we will sell it to the canteen for them to keep in-stock for teachers/parents to purchase
- MD Stall successful. Profit made: approx. \$868. Only 6 gifts left, pretty much sold out everything. Good selection this year. Having teachers pick a set time to come help things to run smoothly. Will have similar system for FD stall.
- BSK labels ongoing fundraiser launch. In all kindergarten packages and listed in newsletter. Flyers will also be available to Kindy Playgroup Term 4. Working on getting link/banner ad onto school website.
- Issue of mouse getting in. Anything food related now in plastic bins. Use of Peppermint oil seems to be keeping it away.

- Appreciation plaque for Lions Club ready on Friday. Price Approx \$34. School colour Red acrylic rect. with writing looking white. About 5x7 in size. Can hang or stand up. Anything more fancy or detail looking at \$50+ for future stuff.

Canteen Report: Given by; Ann Maree

- Please see attached
- We are now on better terms with the Milko and we now have more control on what we are getting and are able to order too.
- It was brought up with the staff the cost for reheating or toasting food brought in by students, the staff have asked why we charge for this in the canteen and if it can taken off the price list and the students can heat up or have toasted their meals from home for free. All members at the meeting were happy to drop this cost, Ann Maree will take it to the next canteen meeting to clear it with canteen members. There will still be a cost for cutlery if we need to provide that.

Uniform Shop: by Lenora on behalf of Zara

- Stocktake was done by Lenora and Steve Cheng first day of term 2. Thanks for help. Should help with what items need replenishing.
- Addition opening hours will start on Fri. Open in afternoon 2:45-3:30pm.
- Proofing and editing of Order form coming along should hopefully be available by end of Term 2

Principal's Report: Given by; Tim

- Please see attached
- The Captains Board has been updated and moved onto a wall in the Admin Building. There were 2 more found in the storeroom and they will all be put up in the School hall.
- Thank you to the P&C for donating the sausages for the Cross Country year 6 sausage sizzle.

Old Business

- Kindy Playgroup Lenora and Michelle are both happy to continue running it. Tim is going to the local Preschools to help get the school out in the community and get them some School readiness packs.
- Corporate Sponsorship – last year was a setup for on going fundraising. There have been a few changes made to the wording. Tim is going to make the changes and then Paul will send it out. Also some clarification (for members copy -not in doc. going out) on what each level receives for their contribution to the school. It's as follows: where it says "feature mention in newsletter..." means along with a thank you put the business/company's name and Logo if available. Location of mention of school website is to be in the P&C section and a link to the business/company can be added if applicable. Has been agreed to use same budget (from previous year-April 2013) for purchasing of plaques- If donating \$1500 receive a \$50 plaque, If donating \$1000 receive a \$21 plaque.

New Business:

- It was brought to Ann Maree's attention and asked that she bring it to the meeting; that the driveway is being used a lot now, with the crossing being moved, as an access point for the students to come in and out of the school and that this is very dangerous. IT has

been asked that we look at opening up the gate that is between the driveway and the ramp entrance to use a main entrance as this gate is almost inline with the crossing? Tim will look into this and see what can be done about getting it open and ready for students to use as.

Upcoming Fundraising:

- Trivia night – Delina – I have looked into a lot of what we need to organize for the night and have a list of what needs to be done as well as suggestion for the evening. At this stage the biggest things we need to concentrate on are the location of the event and donations. I will work on a donation letter to send out to companies to ask for donations. Paul will approach the RSL club first and then the Leagues club about the use of their function room for the evening.

The meeting was adjourned at: 7:27pm

NEXT MEETING TUESDAY, 10th June 2014 at 6pm.

PRINCIPAL'S REPORT : P&C MEETING-TUESDAY 13TH MAY 2014

TERM 2 2014

Term 2 is off to a flying start! Our first few weeks have disappeared amid Anzac Day, Cross Country, Mother's Day, NAPLAN, Life Education and many more activities. It has been a pleasing start to the term. Term 2 is a short term, with only nine weeks, meaning a great deal will happen in a short time. We certainly will be busy in the coming months.

STAFFING 2014

With the departure of the wonderful Miss Bourne at the end of Term 2 a restructuring took place, with Mrs Strauss and Miss Noakes moving to Year 6 and Mrs Holland taking over as Year 1 teacher. While this situation was not ideal, I appreciate the professionalism of the staff and the support of our community when this decision was made. Like all change, there has been a settling in period, but I am confident that we are heading in the right direction.

I am happy to share with the P&C that when Mrs Napper departs to take up Maternity leave in Term 3, she will be replaced by Mrs Everson who is happy to take on the Kindergarten role full time for the remainder of the year. This will ensure a smooth transition for our youngest students. We are yet to confirm a replacement for Mrs Price and will do so closer to the date.

Last Wednesday, 7th May the vacant School Administration Manager position was advertised. This position will close on Wednesday, 21st May. I was notified at the end of Term 1 (last Thursday) that I had been approved to advertise and that I had to advertise within one month or the position would be open to transfer. This was problematic due to the school holidays taking up a lot of this time. I spoke with Lenora, as P&C President, and asked if she was available to be the P&C representative on the panel. She agreed and has since been trained in Panel Procedures. I thank her for committing to this important process. The panel for this position will consist of myself (Principal), Lenora (P&C) and Michelle Stewart (SAM at Coniston PS). By the next meeting this position should be appointed to begin Term 3.

PARENT SURVEY

Last week I sent home a "Parent Survey" and I have to date received a pleasing response. I am

encouraged by many of the responses and in the coming week (hopefully after receiving more surveys) will report on the responses to our community.

SCHOOL APP

I apologise but I am yet to move on this from the previous meeting.

UPCOMING EVENTS

The following events are coming up between now and the next P&C Meeting:

- 13/5/14 – NAPLAN – Language Conventions and Writing
- 14/5/14 – NAPLAN – Reading
- 15/5/14 – NAPLAN – Numeracy
- 12/5/14 – 14/5/14 – Life Education
- 16/5/14 – District Cross Country
- 23/5/14 – Walk safely to school day
- 30/5/14 – Regional Cross Country
- 5/6/14 – Library Book Fair
- 5/6/14 – SRC Disco
- 9/6/14 – Queen’s Birthday Long Weekend

ARBORIST VISIT

This occurred on the first day back at school (Monday, 28th April). I am happy to report that apart from some minor maintenance suggested by the arborist, our trees are all healthy. I will follow DEC procedure to ensure the maintenance for the trees in question is carried out safely and correctly.

We all look forward to working with you on some of the approaching events.

Mr Tim Fisher
Principal