

**Corrimal Public School P&C
Minutes of 10th February, 2015**

The meeting was called to order at: 6:15pm

Attendance:

Delina, Lenora, Angela, Paul L, Tim, Cheng.

Apologies:

Ann Maree, Vanessa S.

Last Meeting's Minutes: Submitted by; Delina

- Read and accepted.

Business from Last Meeting:

- Lenora wanted to check the amount that we are paying to the school to help cover the cost of extra learning programs for the students eg: Life Education, Stamp Out Bullying etc. We are covering the whole cost of the Stamp Out Bullying program. Tim has received an email about Life Education and the cost is going up to \$10 per child that attends. As we have already committed to cover the cost of the bullying program this year as well we as the P&C can only commit to cover half the cost of Life Education this year. We also need to find out when the annual maintenance is due for the air conditioning units.
- Memberships are due for renewal now so that we are all financial members and can vote.
- We have a date for the Bunnings BBQ, Sunday 24th May 2015.

Correspondence In/Out:

In

- All invoices given to Cheng.
- A bit of fundraising advertising has been set to us.
- We received an email about the Kids Fun Run at Bulli again this year with \$5 from each entry from students from our school coming back to the school.

Out none

President's Report: Given by; Lenora.

- Re: inventory list updated. Mostly BBQ supplies and wrapping paper and archive notes in storeroom. Will provide a more detailed list if members requested one
- Would like to send out a volunteer sheet to all parents to create a database of help we can use. (Re: form handout). Will make any changes or additions if anyone has some.
- We've been given free email from P&C federation.
corrimalpublicschool@pandcaffiliate.org.au .Checked out webmail system. Pretty much the same as our Gmail. Only difference is we get more up to date info from P&C fed better. Probably best to keep using our gmail address and know that we can use the P&C provided one should we need to in future.

Treasurer's Report: Given by Cheng:

1. Bank Balance

My inbox 5 unread messages **Future transactions** 0 scheduled

13/11/2014 [Your online email enquiry](#) [Preview](#) x

[+ View more](#) [View all messages](#)

My portfolio Take control of your finances with a Personal Loan. [Find out more and apply](#)

Nickname / Type	BSB / Awards	Account number	Account balance	Available funds
Main P&C Account	06 2528	0090 0065	+ \$7,493.11	+ \$7,493.11
	06 2528	0090 3071	+ \$3,187.02	+ \$3,187.02
Total debits: \$0.00		Total credits: + \$10,680.13	Net position: + \$10,680.13	

Contribution/Donation

We made a donation of 5,000 to school last term for renovation of the multimedia system in school hall.

2. Fundraising

We made a great success in last school year not only from our daily operation in canteen and uniform shop business but the fundraising events as well. We started to work out how much exactly we earned from every fundraising event last term. For example, we made a profit of \$1,028.34 from Carol Night which is made up of:

	Amount
Revenue	
Sales	\$ 1,851.45
Donations	\$ 50.00
	\$ -
Total	\$ 1,901.45
Expense	
Candles	\$ 277.00
Food and Drink	\$ 497.11
Containers	\$ 99.00
Total	\$ 873.11
Profit	\$ 1,028.34

Thanks for your contribution again.

3. Treasurer's View

Our sales in uniform shop is blooming in last week, it is around \$4,000. We need to do a stock take this term in order to find how much we need to order to keep our safety stock.

Please let me know if you have any question or suggestions.

Canteen Report: Given Delina.

- There has been no meeting yet as we are still working out new volunteers. We have had a few say that they would like to help and about 3-4 new starters. At this stage I think we are still trying to find a couple of extra teams for Mondays and as backups. I cannot confirm this as the roster is still being worked out. We will be having a meeting on Wednesday hopefully so that we can discuss a few things. There will be more info at the next meeting.

Uniform Shop: Given by Lenora

- looking for a new uniform shop manager who can be in charge of stock control and ordering. Person we had lined up end of last year to take over did not do so, with no warning or notification to us. Tried to contact but person did not return messages.
- Currently advertising for help. At the moment Zara (previous manager) will continue to help with ordering but she has a job now so can't retake position full time. I am helping her where I can.
- What is current uniform policy. Seems to be a bit of confusion amongst parents as to what is allowed. Re: 2012 sheet. Is this still current?? Can Tim look up to see what is current. Once notified will post in shop, and inform all volunteers
- Shop is undergoing an overhaul to improve layout wise to for better flow in room and look more appealing to customers to entice to purchase more and to make things run more efficiently
- We have about five people to help out on days open. Still hope to get a few more so we can make it an official subcommittee with proper rules and better communication.
- Book keeping practices improving, now writing out individual receipts. Would make it more convenient though if we had a cash register instead. This would also help us to keep better stock take and have less excess. We are still trying to get rid of stock from over ordering 3 years ago. Suppliers will not take stuff back after a year. Provided 3 samples to cash registers brochures. If committee approves will go ahead and purchase.
- Order form has been updated

Principal's Report: Given by; Tim

- Please see: attachment 1.
- We have been given an amount of \$3851 for the ANZAC grant. The students have already started working on the mosaic.
- Lenora has suggested a certificate or something for the junior students who participate in the swimming carnival so that they feel that they are getting something for trying out. Tim said it is something to look at and that they all get a merit certificate for going.

New/General Business:

- Tim has spoken to the staff about what they would like our new fundraising goal to be and they came up with technology/laptops. We are looking at needing to replace 15 maybe more of the current laptops we have as they are now getting quite old and software updates are just not compatible with them anymore. All members present are happy with this.

Upcoming Fundraising:

- Please see attached report from Angela about grant information (re: attachment 2).

- The display cabinets at Wollongong Library would be a great place to display stuff from and about our school especially coming up to our 125yr celebration.
- Fundraising for term 1 – Easter Hat Parade will be on the last day of term and we are going to do an Easter Hamper Raffle. Donation requests will be sent home for items to be put into the hampers and then we will send home books of tickets. Raffle will be drawn at the parade.
- Hot Cross Bun drive – Paul is happy to chair this again and they can be collected at the Easter Hat Parade.
- Fete date/theme – It has been suggested that we look at teaming this up with our 125yr celebration. The date we are looking at is the 16th October 2015. We are still looking for people to help on the committee.
- 125year Celebration - Tim as formed a committee with a few staff members to work on this and has asked if there is anyone from the P&C who would like to join, Lenora, Angela and Delina are happy to help.

The meeting was adjourned at: 7:53pm

NEXT MEETING TUESDAY 10th March 2015 at 6pm.



CORRIMAL PUBLIC SCHOOL
P&C MEETING- TUESDAY 10TH FEBRUARY 2015
PRINCIPAL'S REPORT

BEGINNING OF 2015

I hope you have enjoyed a relaxing break since our last meeting late in 2014. It has certainly been a busy and exciting start to the school year, with many new faces around our school with new students, families and staff. 2015 is going to be an exciting year at Corrimal Public School.

STAFFING 2015

I have great news! Tomorrow is Census Day – We have made it! Tomorrow morning I will confirm our student numbers at 165. This leaves our staffing as follows:

Kindergarten - Cooinda - 18 students TEACHER: Mrs Jackie Everson

Kindergarten - Omaroo - 18 students TEACHERS: Mrs Vanessa Strauss (Mon - Wed) and Miss Casey Hollick (Thurs - Fri)

Year 1/2 - Akama - 25 students TEACHERS: Mrs Angie Giesajtis

Year 1/2 - Birrung - 24 students TEACHERS: Miss Hayley Mulrooney

Year 3 - Arinya - 25 students TEACHERS: Mrs Jennifer Holland

Year 4/5 - Illuka - 28 students TEACHERS: Mr Nic Humphery (Mon - Wed) and Mrs Robyn Caldwell (Thurs - Fri)

Year 5/6 - Tulang - 27 students TEACHERS: Mrs Tanya Veljanovski

ESL / New Arrivals – Miss Hollick

Library – Mrs Scard

Reading Recovery – Miss Lauren Mearns

RFF – Mr Nic Humphery

Learning and Support Teacher – Mrs Alison Waters (2 1/2 days / week) and Mr Humphery (1/2 day per week)

It is great news that we have gained a class from last year. Better news is that we have made the magic 160 number. What does this mean for our school??

1. I now take on a Non-teaching Principal role – This means that I can focus my full attention to the running of the school.
2. I will be in the position to appoint a second Assistant Principal – Another staff member to take on a leadership role means that the spreading of responsibility and therefore increased efficiency
3. Additional LST as discussed above – 3 days per week to dedicate to students requiring additional support, whether that be behavioural, social or academic (extension or remediation).

We will also have numerous other staff in supporting roles, including Mrs Napper and Mrs Swan (SLSOs).

Mrs Bird and Mrs Griffiths (Mon, Tues and Fri) will remain working in the office.

Mrs Napper remains on Maternity Leave and at this stage will be returning in the second half of the year.

Mrs Strauss (Mon, Tues and Wed) and Mrs Caldwell (Thurs and Fri) will be fulfilling the Assistant Principal role. I will be looking at appointing another Assistant Principal to the role for 2015, once confirmation is received.

Our eight itinerant staff from the Hearing and Vision teams will continue to use our school as their base and we welcome them to the Corrimal Public School team.

NEW FACES ON STAFF

We have lots of new faces on staff for 2015

Miss Hayley Mulrooney did her final practicum at Corrimal Public School in 2014. Staff were so impressed with her dedication, commitment and enthusiasm that she has been offered a position on 1/2 Birrung, which I anticipate will run for the year.

Miss Casey Hollick comes highly recommended to Corrimal Public School, having completed her University Degree in 2014. She will take on two roles as ESL/New Arrivals teacher (3 days) and Kindergarten teacher (2 days)

Mr Nic Humphery completed his practicum at CPS two years ago and is now back with us for the year. Mr Humphery will teach Illuka (Mon – Wed) and RFF and LST (Thurs-Fri)

Mrs Alison Waters is an experienced teacher who comes highly recommended as an experienced LST. Mrs Waters will be at CPS Wed – Fri and will be leading our LST and working with students who require additional support.

Mrs Lauren Mearns will be at CPS every day (1hour a day) , fulfilling the Reading Recovery allocation.

TIMETABLE FOR TERM 1

Term 1 already has many activities / events on the horizon and we hope that with your support we can make the running of these smoother and more successful.

Upcoming events this term include:

- School Cross Country – Parent Helpers for Supervision around the track, drink distribution, etc
- Easter Hat Parade –
- Anything else??

125th YEAR CELEBRATION

We are looking for volunteers – Time? Date?

STAFF WISH LIST

Technology!

ANZAC GRANT

At the end of 2014, we were successful in gaining the ANZAC Centenary Grant for a total of \$3851. This was great news! This term we have employed an artist, Leanne Millard, to work with our Year 4/5 class and Year 5/6 class. The students will work with their class teacher and Mrs Millard to create a mosaic depicting a scene from a battlefield. This exciting initiative will create a very worthy backdrop to our ANZAC Memorial Wall and will be a huge addition to our playground. We look forward to seeing the results in the coming term.

STAMP OUT BULLYING

This program is set to take place tomorrow for the whole school at a cost of \$5 per student.

LIFE ED COST HAS GONE UP TO \$10

Will the P&C still cover half the cost of the Life Education in Term 2?

SWIMMING CARNIVAL

I would like to thank all of the parents and helpers who attended our School Swimming Carnival last week. While the weather was a little bit of a worry early in the day, it turned out to be a fantastic carnival that was enjoyed by everyone who attended. I would also like to congratulate Mrs Giesajtis who took the lead in bringing the carnival together.

I again thank you all for showing a huge interest in the education of the students at CPS.

We all look forward to a wonderful term and year ahead.

Tim Fisher
Principal

Fundraisers further investigation

Sunscreen Fundraiser

Following from our last official P&C meeting last year, I had a note to look further into doing a Sunscreen Fundraiser (as a fundraising option).

Cancer Council

I've looked at whether Cancer Council do a Sunscreen fundraiser, and found that:

- As Corrimal Public School are part of the SunSmart program, the school can purchase Sunscreens at Wholesale prices and then resell at RRP's. The difference would be the profits.
- Also, as part of the SunSmart program, the school has access to promotional material, posters/brochures which they could use. The lady I spoke to suggested we promote the fundraising through a "Sun Safe Blitz".
- Key to this offering is a "purchase first", but it includes all their product range from the bulk pack to the little travel packs. We would then have to create our own order forms for the resale. I don't think this would be much of an issue, given the sunscreen life is about 2 years, it wouldn't really matter if it took a little longer.
- If interested, we can contact them on the SunSmart Infoline 02 9334 1761 for an order form to place the school's order.
- I can put together a Break-even analysis spreadsheet if needed we can work out the ideal balance for no. of products/costs.
- Cancer Council sunscreen is a known and trusted brand, and it supports the Cancer Council.

Sunsational

I also investigated <http://www.sunsationalbodycare.com.au/fundraising.html>

- I've made an enquiry for product costs, and nominated the P&C email address as the contact address.
- These guys allow the "purchase first" (kind of like consignment) or place orders once the money is collected. So its a little more flexible.
- I've attached their promotional materials.

Funding Grants

Eco Funding Options

The following two options look good:

- Eco Schools Grants - have attached info
- Coles Junior Landcare Garden Grants - have attached info

Attachment 2

Biggest concern for me though is that application dates are now or very soon.

Heritage Funding

Further investigation suggests that this is not available to us as the buildings are a government building (Department of Education & Communities).

I've had a more detailed read of this, and it states that you are not eligible if the building is owned by the government and will continue to be owned by the government.

Examples of eligible projects:

- Repair, maintenance or reinstatement of missing items on heritage places;
- Conservation management plans or technical reports which will lead to conservation work.

PROJECTS NOT FUNDED

Funding will generally not be provided for the following projects:

- Where assistance is reasonably available from another source
- Where substantial assistance has previously been provided
- Where the applicant has yet to complete other assisted projects
- Purchase of a building, site or movable item
- New additions to a heritage building (including new internal fittings such as kitchens and bathrooms)
- Relocation of a heritage building or work on a relocated building
- **Work on a government owned building still used for a government purpose**
- Work which is not conservation work
- Where acquittal has not been received for a previous Wollongong City Council grant.

Calling
For Volunteers!

We've got

Some shoes to fill!



Dear Parents & Carers,

Corrimal Public School P&C is building its volunteer database for 2015 and would love to have you be a Volunteer this year! We would especially encourage families which are new to the area to get involved. Volunteering at the school is a great way to meet people and make friends. Volunteering doesn't mean a huge time commitment. An hour or two makes a big difference and we have jobs to fit your time schedule and interests. We even have tasks that don't involve coming to the school at all. We have many opportunities for you to choose from to enrich your child's education

Below is a list of "things" that we would appreciate your assistance with at various times throughout the year. Fill out our form below to let us know how you would like to help. Your time is appreciated no matter what you decide to do. Please return to the office **as soon as possible**, so that we can collate the responses, and when the time comes someone from P&C will be in contact with you regarding your participation.

Please tick the task or tasks you wish to do.

MEETINGS & COMMITTEES

- Attend P&C Meetings (6pm on 2 Tues of each month)
- Become a financial P&C Member
- Take a position on the Executive at AGM

HELPING AROUND THE SCHOOL

Canteen

- Helping in the Canteen

Uniform Shop

- Help in shop on a Tuesday Morning
- Help in the shop on a Friday afternoon
- Manager (involves stock control & ordering)

Kindy Playgroup –held in Term 4

- Promote event to local preschools
- Help with running of the playgroup

FUNDRAISING ACTIVITIES

School Fete (a biennial event)

- Fete coordinator
- Member of Organising Committee
- working at a stall at the Fete

Carols By Candlelight (held in Dec)

- Event coordinator
- Assisting with BBQ during event
- Assisting with getting of supplies

Bunnings Community BBQ

- Event coordinator
- Assist with the organisation of event
- Assisting on day with serving, money collecting or cooking

General Fundraising Activities

- Assist with any Raffles
- Join Mother's Day Stall Committee (help to wrap and prepare gifts before event and/or sell on the day)
- Join Father's Day Stall Committee (help to wrap and prepare gifts before event and/or sell on the day)

Other ways I would like to assist (what are your volunteering strengths or interests?) Tick what could be applicable to you!

Accounting

Graphic Design

Sewing

Building

Music

Walking (to deliver flyers/posters)

Carpentry

Painting

Web design /IT

Crafting (knitting, Crochet etc.)

Photography

Writing (for media releases, grants etc.)

Gardening

Raffle Ticket Selling

Soliciting donations

Other: _____

Parents' Full Names:

Occupations

Child/Children's Name & Class:

Home Phone: Mobile:

Email:

** Email addresses will only be used within the school community to organise events, but if you have any privacy concerns, please leave this blank.*