

CORRIMAL PUBLIC SCHOOL P&C ASSOCIATION
GENERAL MEETING MINUTES- 14th March 2017

(Held at Corrimal Public School, in Yr. 6 Room)

Attendance: Lenora C, Karen B, Bec W, Delina G, Rachelle B, Mei-Ling P, Carol Z, Kelly B, Melissa A, Amber-kin Haines, Tanya Veljanovski, Tim Fisher, Helen B
Apologies: Karen F, Angela J, Zara M, Janice P , Jo Ruffley, Debby S, Christine Giles, Brent B,

Meeting called to order by Karen Boyle at 3: 17pm

1. **PREVIOUS MEETING MINUTES:** submitted by Lenora
Previous minutes of 14th February 2017 have been read, few grammar fix-ups made and accepted by all as accurate.

2. **BUSINESS ARISING:**
 - a) **2017 P&C Goals/Projects :**
 - After looking at the teacher's wish list from last meeting all agreed our fundraising money should go towards completing the Outdoor Kitchen/BBQ area first, then have a 3yr plan to raise funds for Playground Equipment. Will revisit funding for new readers next year.
 - We still have some grant money to use for the BBQ area, plus school will help cover the rest. Tim got quote for brickwork (approx. \$4000). This should be done hopefully by end of Term 1. Stainless steel counter top cost about \$2500. Looking at finishing this project before our Fete is held in Term 4
 - Tim got a quote and 4 designs of layouts for some playgroup equipment; depending on design costs ranging from \$23 000 to \$33 000
 - Location for playground equipment on the west side of the multipurpose court near the large tree.
 - It was suggested we also consider having some sort of shade sails/coverage over the equipment so items such as the slide doesn't get too hot for kids to use.

 - b) **Subsidies towards In-school programs-** since 2013, annually P&C donates \$1500 to put towards in-school programs (such as Life Education for example) so parents do not have to pay. Motion put forward by Karen B to increase funds to \$2000 due to an increase in student population since 2013. All agreed, motion passed.

 - c) **Hot Cross Buns Drive**
 - Plan is to sell 4 flavours: plain/fruit free, traditional, choc-chip and apple cinnamon and get buns from COLES.
 - Selling Packs of 6 buns for \$5.
 - Collection of buns and hand out orders on April 4th.
 - **Action Item:** Bec to get back to us on how much COLES is discounting us on price of buns and confirm that we can get all flavours. Order forms to go out to families beginning of week 9

3. **CORRESPONDANCE**
 - 3.1 In:
 - Invoices from Canteen and Uniform Shop suppliers, Fundraising flyers,

- Email from Nutrition Project Officer from Cancer Council. They are offering our school Fruit & Veg Sense Workshops in Terms 1 and 2. It is a 90 minute (approx.) interactive workshop for around 12-15 parents. They are shown how they can save time and money making healthy meals the whole family will enjoy. Food budgeting, menu planning, making healthy recipes and strategies to cope with fussy eaters is all covered. Parents that attend will also receive a free recipe book.

Action Item: Lenora to put an expression of interest notice about workshop in newsletter for this to see if parents are interested.

3.2 Out:

- Payment of bills

4. REPORTS

a) President's Report: Given By: Karen B,

- **Entertainment Book fundraising:** I met with Josh and Kirsten from Entertainment Book on the 3rd March to discuss offering the book through the P&C as a fundraiser. The P&C would receive \$12 from the sale of each book (20%). The book would be sent out with students with a note. Books can be purchased or returned to the school, a digital copy is also available. Kirsten would manage the administration so there would be no burden on volunteers to manage. Discussed with Mr. Fisher, he is happy to support if approved at P&C meeting.
- **Meeting with Mr. Fisher 10 March:** Discussed progress of BBQ area, play equipment, organising Easter Egg Raffles and if ok to do Entertainment Book fundraising.
- **Meeting with P&C and Canteen Committee 10 March:** Committee members had an informal meeting to discuss fundraising goals, fundraising activities (hot cross buns, Easter raffle, Entertainment Book & Living fundraisers). Minutes are available on request
- **Corrimal Chamber of Commerce Membership:** Still in process of completing and paying for membership application. Once done will attend Chamber meetings.

Action Items: Going ahead with Entertainment Book fundraiser. Will put funds from this towards Playground equipment. Karen to contact Joel & Kirsten to set things up. Book should be available beginning of Term 2.

b) Treasurer's Report: Given by: Bec W on behalf of Karen F

Canteen Account

Balance as at 13/3/17:	\$10,369.60
Less: unpaid invoices at hand	<u>- 433.42</u>
Total funds available	\$ 9,936.18

Paid: \$1 000 to the school for new library books

P&C/Uniform Account

Balance as at 13/3/17:	\$5,979.71
Less: unpaid invoices at hand	- 2, 689.51
Less: balance of remaining grant money	<u>- 1,700.00</u>
Total Available	\$1,590.20

Paid: \$3 000 to the school for balance of computer funding goal 2016

c) Principal's Report: Given by: Tim Fisher

Re: Attachment A for full report

- P&C agreed to pay for "You can Do it" Program.
- P&C to pay for maintenance on A/Cs. Will cost about \$50 per system. We have about 12 systems so looking at about \$600. School to send invoice to P&C once done.
- Nut-free chocolate bunnies purchased by P&C and given to school so Easter bunny can visit classrooms on last day of Term 1 to deliver them
- Parents want to know more about STEM and Goggle Classroom; more information will go out to parents in the next few weeks to explain about both.
- There is a possibility of holding an information session for parents about it in the near future
- Mrs G. hoping to start up a Coding Club next term for 5 wks. Would be held during lunch hour session.

Action Items:

- Tim to continue investigating and getting more quotes on playgroup equipment as well as looking into costs of having shade coverage over the equipment.

d) Canteen Report: Submitted by Helen B, given by Lenora

Re: Attachment B for full report

- Meeting held last Monday (March 6th)
- Canteen looking at getting a new warmer; will get at least two quotes before coming to P&C meeting for approval of purchase
- New NSW Healthy Canteen Strategy now out, Jo and Helen at information session to learn more about it.

Action Item:

- Suggested that Canteen menu get redone/rewritten to show parents/students what the "healthy" ratings are for each item based on the new strategy.
- Parents can get more information about the strategy from the website: <https://healthyschoolcanteens.nsw.gov.au/>

e) Uniform Shop Report (including Review Committee progress):

- Uniform shop has just put out the pre-order form for winter uniform to get ready for winter season.
- Now have 9 volunteers helping out at the shop, allowing us to have a roster.

Review Committee:

- Plans still a go for getting review out by end of next week. Final draft of Survey just about complete. Just waiting on a few samples to confirm our uniform selections.
- Time line is: Survey to go out to community in Wk. 9. Allowing for 3 wks. and school holidays to fill out survey. An online option will be available.
- In Term 2 plan to hold an information/feedback session where community can come and physically see and touch proposed uniforms items.
- Term 3 after collating all our data will determine outcome of review, whether changes will go ahead. Giving us time to begin change over for when 2018 kindy families start.
- Will be a 3 year transition period overall.

6. NEW/GENERAL BUSINESS:

Fete:

- Fete date – Friday Oct 20th. Everyone is happy with this. Tim to double check school calendar and confirm date is fine at next meeting.
- Need to begin planning by next term what activities we will have at fete
- Suggested to remember to not have any nut products –need to inform ice cream van of this, as well as cake stall

Easter basket Raffle:

- Going ahead again with raffle this year. Lenora doing tickets and are set to go out by end of the week. Angela to do poster and her husband getting us the 8 boxes/baskets from work to put items in.
- Kids to get involved by having each class to decorate a box
- As like last year, each class will have a basket to raffle; this allows for a broader range of winners.
- Call for donations to go into the baskets has gone out in newsletter. Already have a few items to put in

Ethics Classes:

- Karen (coordinator) still looking for volunteers who are able to teach each Wednesday.

Mother's Day Stall

- With the end of Term 1 coming, Lenora and Helen preparing for Mother's Day Stall which will happen on a Friday before Mother's day (early term 2). Back up supplies have been ordered and call for donations to go out in last Term 1 newsletter

Meeting Closed at: 4:36pm

NEXT MEETING: TUESDAY 14th March 2017 at 3:15pm in the Year 6 Class Room.

ATTACHMENTS:

A: Principal's Report

B: Canteen March Minutes

CORRIMAL PUBLIC SCHOOL P&C MEETING
TUESDAY 14TH MARCH 2017
PRINCIPAL'S REPORT



START TO 2017

It has been a fantastic start to the year, with loads of great activities to get the year off to a busy but enjoyable beginning. In addition to the return of all of our 2016 students we had 42 Kindergarten students begin school and an additional four students begin their schooling at Corrimal Public School. These students have settled well into their new school life and are doing a wonderful job in establishing themselves as an important part of Corrimal Public School. As reported at the last P&C Meeting, the current student population of 194 means fantastic things for our school staffing entitlement – more students has resulted in more staff and increased flexibility in how we support our students the next goal – the magic 200 mark! Many opportunities have come the way of staff, students and parents since the 2017 school year began. Some of the more notable events have been:

- School and District Swimming Carnivals,
- School Leaders' Induction Ceremony,
- Staff working with Numeracy Consultant Kerrie Faulkner,
- Halogen Young Leaders Day,
- Parent Information Sessions,
- School Banking Began and Sign Up Day,
- Rugby League 7's carnival
- PLPs conducted for our Aboriginal students
- The Circular Circus Whole School Performance
- Clean Up Australia Day, and so much more!!

SCHOOL PLAN 2015 – 2017

We continue to work closely as a school to ensure our three Strategic Directions are at the forefront of all that we do at Corrimal Public School. Our three Strategic Directions are:

1. Quality Teaching and Learning
2. Australian Curriculum
3. Engagement, Leadership and Voice

ANNUAL SCHOOL REPORT 2016

Corrimal Public School's Annual School Report will soon be completed and submitted to the Department of Education and Uploaded to our school website – by Friday 7th April. This document is a thorough review of 2016 and I encourage parents to take their time to have a read and reflect on the 2016 school year. From my perspective, 2016 was a highly successful year with the school making very pleasing steps towards achieving some of our goals both individually and collectively. 2017 has already been about reflecting on 2016 and planning for 2017, while always striving to improve.

NAPLAN

The National Assessment Program – Literacy and Numeracy (NAPLAN) is an annual assessment for students in Years 3, 5, 7 and 9. NAPLAN tests the sorts of skills that are essential for every child to progress through school and life, such as reading, writing, spelling and numeracy.

NAPLAN is made up of tests in the four areas (or 'domains') of:

- * Reading
- * Writing
- * Language Conventions (spelling, grammar and punctuation)
- * Numeracy.

NAPLAN tests skills in literacy and numeracy that are developed over time through the school curriculum.

NAPLAN testing occurs every May and results are made available to parents and schools in October of each year. These results are a valuable school resource that helps drive the curriculum development of our school.

This year, NAPLAN will occur on:

Tuesday, 9th May - Language Conventions and Writing

Wednesday, 10th May – Reading

Thursday, 11th May – Mathematics

Friday, 13th May – Catch Up Day

VOLUNTEER INDUCTIONS

We have had 22 parents and helpers attend CPS for the Volunteer Induction Sessions. This is a great start, but I know there are plenty more out there. If you are a volunteer at our school, please contact the school office to organize a time to meet with me to have this process completed.

FOLLOWING UP FROM OUR FEBRUARY MEETING

In our February meeting I was asked to follow up on a number of things:

1. Playground equipment-I have had playground equipment quoted as \$33000. This is early stages as if we were to process, then we would need to get a number of quotes. I spoke with Rn Park and he assured us of his support and indicated we should have applications for funding in by June. If we decided to proceed. He told me that he has averaged \$25000 per organisation-when grants have been successful.
2. I have had the brickwork for our BBQ quoted at \$4000 this work will hopefully occur before the end of the term. As a rough estimate , I have been told that a stainless steel top would cost somewhere around \$2500+
3. School Readers- I have already provided our Stage 2 and Stage 3 teachers \$1500 to purchase some resources.
4. We did not have the air conditioning Units serviced in 2016. This occurred in 2015 (around Sept) we will organise for this process to take place in the next few months. Once completed the school will invoice the P&C.

UPCOMING EVENTS

The following events are coming up between now and the end of term:

- 21/3/17 – Harmony Day
- 22/3/17 – School Cross Country at CPS
- 23/3/17 and 24/3/17 – Tim away at South Coast Combined PPC Conference – Batemans Bay
- 27/3/17 – NRMA Science and Road Safety Day – Whole School
- 4/4/17 – You Can Do It Performance – Will the P&C be supporting this initiative? – Whole School
- 4/4/17 and 6/4/17 – Parent / Teacher Interviews
- 5/4/17 – Interrelate Program – Years 3 – 6
- 6/3/17 – Oral Health Care Presentation – Whole School
- 7/4/17 – Easter Hat Parade – 9:15am - Will parents again be supporting students with the purchase of nut free eggs?

Term 2 will begin for staff on Monday, 24th April and for students on Wednesday, 26th April. Tuesday, 25th April is ANZAC Day and is a public holiday.

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

Mr. Tim Fisher
Principal

Attachment B

Corrimal Public School Canteen Minutes 6th March 2017

Attendance. Helen Baldwin, Sheree Lawrence ,Sarah Roodenrys, Rachelle Bird, Kelly Bolton, Karen Boyle, Jo Ruffley, Carol Zecevic, Delina Giles

9.15am - Meeting opened.

- Communication Book. Kept in back office. If purchases are made please write it in the communication book. i.e.; washing up liquid. Do not buy expensive brands.
- Sheree to buy everything we need on a Monday. Only things we should need to buy during the week is bread, milk. Sheree keeping check on the stock. No losses reported.
- Sheree to make list of all products that need to be bought so all volunteers buy same brands. Certain foods don't fit under the "Healthy Canteen" criteria.
- Looking into buying a new warmer and keeping old one as a spare. Try WGA for prices but get at least 2 quotes.
- **Red Day.** With the new NSW Healthy Canteen Strategy procedures there's a 3 year turnover. Possibly a pizza day for our red day. Kindy's would love it as it's their first. Looking at next term. Sheree to see Tim re dates available.
- Possible fundraiser, T-Towels? Or food day i.e. Italian. Don't want anything too involved as we can never get the volunteers.
- Slushee machine is still leaking. Sheree to ring Beverages Plus to get maintenance.

Meeting closed 9.55am