

**Corrimal Public School P&C
Minutes of 12th September, 2014**

The meeting was called to order at: 6:02pm

Attendance:

Delina, Lenora, Angela, Paul L, Tim, Matt, Vanessa, Rebecca, Cheng, Ann Maree, Zara, Paul Mc,

Apologies:

Bek,

Last Meeting's Minutes: Submitted by; Delina

- Read and accepted.

Business from Last Meeting:

- ANZAC Wall grant – Work has started on the ANZAC wall, even though we have not yet heard back about the grant. We are hoping the grant comes through to help with the cost of beautifying this area. We are able to do some of what we wanted to do with fund we have and hoping to use the grant money if it comes through for the more expensive areas like the mosaic pictures etc.
- Younger students going to the toilet block alone – It was brought up at the next communication meeting with the staff and it has been decided that all students that use the outside toilet block during class times will go in pairs for safety reasons.

Correspondence In/Out:

In

- Lots of fundraising advertising information.
- All invoices given to Bek
- We have been receiving lots of mail/emails regarding our trivia night donations I will go through that in more detail later in meeting.
- We received an email about a new fitness program through Fit Futures asking if we might be interested in them coming to a meeting to explain more about what they do and maybe working with the school. We decided to pass this info onto Mrs. Everson who looks after a lot of the sporting programs with for the school, for her to consider maybe for the future.

Out

- Lots of emails and letters for donation requests for the trivia night have been sent out. More details later in the meeting.

Treasurer's Report:

- Canteen bank balance \$4533.59 + \$2000 cheque from the Lions club to be banked, Canteen bank balance \$ 858.59.
- These figures are only the balances as the books are still with the auditor and Bek is unable to update them at this stage.

President's Report: Given by; Lenora

- Brochures promoting the P&C and providing more info as to what we are about went out on Grandparents day to families. See sample. This brochure will also go into Kindy enrolment kits, will be available at the office and put out during other events, such as Kindy playgroup, etc
- Promotion of trivia night underway. Posters put out, media contacted. More info to follow further on in meeting.
- Kindy playgroup posters will be put around school next week. Michelle and I who are running the playgroup in process of tweaking last year's program schedule.
- Helen Baldwin has agreed to assist me again with Father's day stall. Request for donations put to parents in newsletter. Looking for any volunteers to help with wrapping and also selling on the day required. Note wrapping date has changed from Tues to Monday.
- AGM in 4 weeks (Sept 9th). Checking with those here who will definitely not be running for anything again. Also executive members asked to bring any paperwork, books, etc related to their position, ready to handover to those the people who may be taking on their roles after AGM
- Spring in Corrimal coming up (Sept 15th) Is the school marching again? Is there a way we can promote the school while marching like : Perhaps posters the kids could design and carry while walking promoting things about our school?? Entry form to march in for parade due Aug 22. Provided this entry form to Tim.
- We need to change the day of wrapping the gifts for father's day from Tuesday 3rd Sep to Monday 2nd Sep, Tim said that that shouldn't be an issue. We also will need the timetable for the classes for Friday morning 6th Sep. Vanessa said that she will have it to us, not a problem.

Canteen Report: Given by; Ann Maree

- Please see attached.

Uniform Shop: Given by Zara;

- Due to accidents of taking key home or leaving in shop when locking up need a spare key. Thanks to Sarah in the office for making these spare keys. Now each office lady has a key for the store on their sets and also two spares located in the safe.
- Have an issue of two separate parents owing money for some items from the uniform shop. Apparently earlier in the school year they were purchased or picked up through the office on a day the shop wasn't opened and not paid for. Have spoken to one of them to remind they still owe and she will bring in money this week. Other parent was reminded a few times but still hasn't paid. Need Mr Fisher to deal with issue as uniform shop members getting uncomfortable asking parent for money.
- Have a large amount of Girls long sleeve white shirts (with School logo) in uniform shop (many still in boxes in storeroom, not selling. Believed to be at least two year ago when ordered or more. They are normally sold at \$22, would like to get stock down by selling them for half price (which is pretty much cost price) If this alright with committee, will go ahead later this week with ads to promote them. Committee fine with this
- Also noticed a lot of the girls (old and young) who don't like to wear the dresses or tunics don't have a standard "uniform" pants alternative like the boys during winter. Most girls don't like the track pant style the boys wear. Might be a better alternative

and look nicer than all the different types of grey pants/tights the girls wear now around school. Is this okay with school rules and committee. Found out procedure of how to add this additional piece of clothing to uniform is to Talk with students and Put questionnaire out to parents/community

Principal's Report: Given by; Tim

- Please see attached

Old Business

New/General Business:

Upcoming Fundraising:

- Trivia night – Delina – A box is with the ladies in the office for table bookings and payments. Rather than getting the ladies in the office to monitor this I will look after the bookings and contacting the teams regarding payment for their table. We have had a steady stream of donations coming in with some fantastic prizes up for grabs. At this stage we have 6 tables booked and 3 of them confirmed with either full payment or deposits. At this stage it is a bit of a waiting game to see what else we get in donations and how the tables go with bookings. There is a lot of talk about tables at the moment as people are trying to sort out their teams. The next step is working on the questions and answers for the night. Matt, Lenora and I will meet at Corrimal RSL club on Tuesday evening next week to work on the questions, answers and running of the evening. Vanessa said that the students are working on their questions and answers for us and will have them ready for Tuesday for us. If anyone has any suggestions on anything else we could be doing than that would be great.

The meeting was adjourned at: 6:58pm

NEXT MEETING TUESDAY, 9th September 2014 at 6pm for our AGM and then there will be a small meeting after.

CORRIMAL PUBLIC SCHOOL P&C MEETING
PRINCIPAL'S REPORT- TUESDAY 12TH AUGUST 2014

TERM 3 2014

What a start to Term 3. Where have the past four weeks gone? Education Week in Week 3 was certainly a highlight, followed by the wonderful experience of Snowy Canberra for our Stage 3 students. I would like to make special mention to our Parents and Citizens who attended our Open Day in Week 3. The Grandparent Day was a huge success and it is days like those that Public Education is all about – families coming together and celebrating the learning of their children.

STAFFING 2014

I would like to congratulate Miss Jemma Noakes who has recently been appointed to a permanent position at Mittagong Public School. The positive news for our school is that Miss

Noakes will not begin in her new position until the beginning of the 2015 school year. While we will be sad to see Miss Noakes depart at the end of this school year, we congratulate her on this wonderful news and wish her all the best as she takes up her position in 2015.

After a long process, I can now confirm that Mrs Cheryl Bird has been appointed to fill the permanent position of School Administration Manager. Mrs Bird was at our school for all of 2013 and will bring great experience and skills to the position. While her starting date is yet to be decided, I can confirm that Mrs Bird will begin at our school either late Term 3 or at the beginning of Term 4. I would like to thank Mrs Griffiths for the wonderful job she has done in 2014. Mrs Griffiths is a valued member of Corrimal Public School staff and has been a pleasure to work with. Once Mrs Bird begins at our school, Mrs Griffiths will return to the vacant School Administration Officer position. Unfortunately this means that Mrs Janet Worthy will no longer have a place at our school. Mrs Worthy has been a real asset at our school and I thank her for her contributions to Corrimal Public School in 2014.

Term 3 has certainly seen staff coming and going. Mrs Sian Napper had an early surprise when her daughter Pippa was born at 31 weeks. All is going well and she was recently moved to Wollongong hospital from Sydney, which is making life easier on Mrs Napper and her young family. Mrs Everson has taken on the additional days Mrs Napper was previously working to ensure a smooth transition.

A number of other absences have occurred this term and I thank the staff at our school for their flexibility in making changes when these absences have occurred.

PROFESSIONAL DEVELOPMENT FOR STAFF

One reason behind the current absences of staff has been the professional development opportunity staff have had to work with Ms Maxine Green, a literacy consultant with great experience and passion for her work. All staff will be involved in a "Lesson Study" where they will plan a writing lesson with their "buddy", teach the lesson to their class while their buddy and Maxine observe their lesson and then receive feedback on their lesson. This form of professional development is highly valuable and while it can lead to some disruption within the school, the benefits staff will receive from this process will help to continue to build their capacity and will directly help students with their learning.

SNOWY CANBERRA EXCURSION

What a fun educational experience 43 Stage 3 students and four staff had last week between Tuesday and Thursday. Our Snowy Canberra Trip was filled with new experiences for everyone and provided long lasting memories of wonderful times shared with friends. From the sights of Telstra Tower, to the educational experiences of Parliament House, The National Museum and Art Gallery, from the somber feelings within the War Memorial, to the fun and enjoyment of a day at the snow, Sportech and Questacon, the excursion certainly had a bit of everything. I would like to congratulate our students for being wonderful ambassadors for our school. At the beginning of this trip, we ask the students to reflect on this opportunity and to not take for granted the experience they were about to have. I am very proud to say that the students rose to the occasion and did themselves, their families and their school proud throughout the three days we were away.

I would like to thank all the teachers who attended - Mrs Strauss, Mrs Giesajtis and Mr Cartwright. What a team! I appreciate the dedication these staff members showed in leaving

their families and homes behind for the benefit of our students. A special thanks to Mrs Strauss for her planning and preparation in ensuring a wonderful experience for all. I would also like to thank our flexible and supportive staff who stayed at school. Many changes had to occur for the excursion to go ahead and I thank everyone for working together to ensure a successful time at school. Finally, I would like to thank our parents, for without your support of such excursions, they would not go ahead and your enthusiasm for your child's education makes this experience so much more rewarding.

ANZAC SUBMISSION

I am still yet to hear on whether our submission has been successful for the ANZAC grant. Despite not knowing, I have proceeded with the initial stages of this project, as I believe it is a worthwhile exercise. You may have also noticed other jobs that have started around the school, and weather permitting some of these projects will start to further take shape in the coming weeks. Hopefully this will make for an even nicer school environment!

Canteen Meeting Minutes 12th August 2014

Meeting start 9.15am

Present: Ann Maree, Elana, Helen, Paul, Rebecca, Mel

Apologies: Delina, Peta, Rachelle

Positions are all open if anyone would like to take one, Coordinator, Vice, Roster, Secretary, voting will be at next meeting. Bec would like to continue as secretary. Slush Puppies to replace current slushee machine. Delina has been looking into new machines for the canteen as our relationship with our current supplier is causing us problems with stock and maintenance. Slush puppy seems to have the better healthier options but due to the amount of sales needed to have a free maintained machine we will have to look at raising our price 20 cents on both half and full cups. They also have a range of red traffic light flavours for special days such as our red days.

We are all set to buy our coffee machine, and it has been discussed that an aldi machine and frother are the go, however Bec has kindly offered us a free brand new machine to trial, thank you Bec!. We are planning to sell coffee and hot chocolate from 8.30 am each morning as soon as we are ready so hope to see you all at some point.

We are having trouble with our tokens, with one student bragging that they tell volunteers they didn't receive a token or threw it out with their lunch bag etc and then getting a replacement from a volunteer almost daily. We will be asking Mr Fisher to give a small talk to the whole school as although this is minor we feel it is theft. After talks at today's meeting we are planning on keeping a tab for the students and the item purchased to cross out once picked up.

New ice creams are in, we now have fandangles in replacement of billabongs as they are no longer available. Fandangles come in choc marshmallow, Fairy floss, and caramel

popcorn. If these do not seem popular we are planning to try to get paddle pops. The rrp is \$1.50 but we believe we will make enough profit selling these at \$1.20. All our amber icy pole treats will be \$1.20 with Juicees (our green option) \$1.00. We are trying to promote the healthier option. We are also planning a small orchy. We are finding the students can't finish the current size efficiently so we are going to freeze a smaller size and see how they sell.

We are having trouble covering Thursday and Fridays on the roster, we intend to ask Mr Fisher about closing this week as the usual people that cover are not available. We are hoping this will draw some attention to how serious the problem is.

We need some changes to the no heat up fee as we are getting a minimum of 7 a day (\$14 a week) and we all still agree it is better that no cost is involved but the giving out of free cutlery is costing us too much. I am planning to put it in the newsletter again as we can't keep going on the way it is as it is costing us almost \$10 a week.

Red day ideas are in and we will be asking for a Pizza, garlic bread and gelato day. We need to ask year 6 if they intend on doing one. A parent suggested asking to do mufti as well in colors of the Itallian flag, with a gold coin donation going to SRC or Yr 6.

Meeting close 10.10am