Cobbitty Public School P & C Meeting
Wednesday 18<sup>th</sup> March, 2015

Date: 18<sup>th</sup> March, 2015

Meeting opened: 6:30pm

Minutes taken by: Bernadette Reynolds

Attendees: Christine Haddon (CH), Bernadette Reynolds (BR), Patsy Rae (PR), Mia Davidson (MD), Janet Kaye (JK), Kelly Costlow (KC), Kathy Sarkis (KS), Michael Guyer (MG), Yvette Milroy (YMi), Sarah Leone (SL), Kylie Simpson (KSi), Samantha Said (SS), Dani Green (DG), Amy Rogers (AR), Danielle Bray (DB), Lomae Parrish (LP)

Apologies: Yvette Mundell (YMu), Mandy Newton (MN), Bec Touzel (BT)

AR thanked everybody for their support in her role as P&C President.

Minutes

MG moved that the minutes from the general meeting held on 4<sup>th</sup> February 2015 and 18<sup>th</sup> February 2015 be accepted. JK seconded. Motion carried.

Business arising from previous meeting

- Sports Singlets: SS reported that with YMu they had looked at the catalogue and there were no options for singlets with school crest; SS advised that she has requested the company doing the Yr 6 T-shirts to provide a quote.
- Aerating and top soiling school grounds: SS advised that this was forgotten about over the school holidays and has now been scheduled for September 2015
- Insurance money held in school safe: SS advised there is an issue with space and that a larger safe will be investigated next term.
- Clothing Pool: To be discussed in Items listed for discussion
- Coke Zero Cans: YMi reported that $15 was found in the canteen storeroom and it is assumed that this is payment for the missing cans
- Fridge Shelving: SS advised that the fridge shelves have been taken to Narellan Powder Coating; the job was well done at a cost of $242

Correspondence

- Camden Council Food Safety Calendar – provided to PR
- Thank You Card from Julie Collison
- Fundraising Pamphlets – provided to KS
- Apology from MSP Family Photographs
- Letter from NSW Department of Education & Communities re School Global Funding

Treasurer's Report

Refer to attached Treasurer's reports:
- Treasurer’s Report as at 28<sup>th</sup> February 2015
- P & C Income & Expenditure Report as at 28<sup>th</sup> February 2015

JK noted that the new heat sealer for the canteen, oven clean, Mathletics subscription and donation to the band for the Carols night are included in the above reports, however the contribution to the framing of the Year 6 photos is not included.
Canteen Committee report

PR advised that the Canteen has been running fairly smoothly with only minor hiccups this term; new heat sealer has been purchased and even has an inbuilt cutter to trim any excess bag making it easier to get more stock in the warmers and heat the food more effectively.

PR advised with all the activities in the school, i.e. swimming carnivals, leadership day, lunch order numbers have dropped a little. Although rostering has been remarkable with some days up to 5 volunteers in the canteen. The new roster for next term is up and slowly being filled and PR requested this be advertised in the newsletter this week.

PR has been contacted by a lady regarding a product called Thermoblend (a multi-purpose kitchen gadget), demonstration on 26 March to make fruit sorbets to be sold at recess. If it proves popular, PR will investigate further as it could be used to make soups in winter.

Fundraising Committee report

KS advised that gifts for the Mother’s Day Stall have been purchased; there will be $1, $2 and $5 gifts.

KS advised that she has received some information about reusable lunch order bags. PR advised that there are some in use already and are bulky then paper bags so may affect the boxes for the classes that have a lot of orders. KS to look into it further.

Hot Food Stall report

YMi advised that the March Market was busy with perfect weather; sales totaled $2,582.49, 70% more than last year’s market of $1,572.40; sold 461 sandwiches, 57 hot drinks, 28 slushees, 310 cold drinks.

YMi thanked volunteers Bill Kitchener, Terry Stiff, Michael Guyer, Tony & Christine Haddon on the BBQ and Justine Cook, Tricia Puckle, Kim Funnell, Rachel Brown, Bernice Mills, Patsy Rae, Sam Royston, Mara Severin, Emma Rutherford, Kelly Costlow and Sam Said in the Canteen.

Gala Day Committee report

No report.

BR advised that BT had asked what she needed to do. YMi advised that MN and MS have suggested meeting with BT to go through what they have done in the past. BR to provide BT MN’s contact details.

Principal’s report

Items listed for mention include:

- Staffing: SS advised NAP funding for current group ends with Term 1 and will begin for two new students from Term 2 until the end of the year; temp staff will continue in Term 2 incl Mr
McLaren; SS will be off class to implement aspects of new School Plan; Sue Yeo on extended leave until Week 5 next term

- Principal's position update – applications being processed for interview
- TPL: Science, history transition, English concepts, ICT, PPA, Plan meeting
- Photo company issues and letter of apology
- Working with Children Checks: SS advised that Mrs McGurn has checked with Department and all parent volunteers require Working with Children Check
- Thanks for support and understanding: SS advised it has made for a smooth term
- Mr B’s Farewell Assembly: next Wednesday 11am due to Directors commitments
- Shipping Container: Piano available free to good home; SS requested that it be shared with broader community or will be listed on Gum Tree
- Departmental Planning 5P Model: draft consultation early Term 2; 3 strategic directions identified – building capacity, improved community communication and engagement and effective use of 21st century pedagogy in classroom practice.

MG asked once the Principal’s position has been filled would the AP position be filled; SS responded yes and also JB’s position needs to be filled.

SS moved submission of Principal’s report. LP seconded. Report accepted.

**Items listed for discussion**

- Rules/by laws of the CPS P&C Association
- Rules/by laws of the CPS P&C Association Canteen Sub-Committee
- Rules/by laws of the CPS P&C Association Gala Day Sub-Committee
- Rules/by laws of the CPS P&C Association Hot Food Stall Sub-Committee
- Rules/by laws of the CPS P&C Association Second Hand Clothing Pool Sub-Committee

Rules/by laws to be emailed out to Committee to consider and adopted at the next meeting.

- Clothing Pool: DG to purchase petty cash tin and receipt book and store in lockable cupboard in office; DG to purchase clothing rack; price to be determined at DG discretion but no more than 25% of RRP; DG to discuss hats with SMc
- Signatories of CPS P&C Association Bank Account: Amy Rogers (P&C President) to be added to Bank Account Signatories

**General Business**

- School Garden: AR asked who is responsible for maintaining the school gardens; SS responded that it is Maintenance Officer who has a 2 day allocation at the school; AR concerned about the weeds in the front garden and suggested a Parent Garden Group on a Friday afternoon; AR suggested removing everything at the front entrance and replacing with a single hedge as it would be easier to maintain; BR enquired about progress on grant received for Bush Tucker Gardens – SS responded that IH attended TPL on Bush Tucker Gardens and has come back with a lot of ideas; AR suggested trial Parent Garden Group on 27 March 2015; to be advertised in newsletter.
- ANZAC Board repairs: BR advised that the ANZAC Day Honor Roll near the handball court has water damage and requested it be repaired before ANZAC Day Celebrations
- BR moved a motion to present Judy Buckley with a $100 gift card at the Farewell Assembly for Mr B. MB seconded. All agreed.
- Maths on Fridays: LP asked if the Friday maths groups would be recommencing; SS responded that MB ran them last year and it resulted in more children than the original intention attending which distracted others; awaiting new Principal and perhaps defined parameters required
- PSSA State Swimming: LP advised that the Junior Boys relay team have made it to State and cost is $55 per student; LP requested that as the boys are attending as a team, that the school cover $40 of the cost; SS to discuss with staff
• Merit Awards at Whole School Assembly: KSi requested that parents be notified if students are receiving award at the assembly; SS advised that awards are equivalent to a Green Merit for Infants and White Award for Primary; to be taken on board and considered
• Sign at Front of School near crossing: AR has requested Townsend Signs to have a look and provide advice as to how it can be repaired

Meeting Closed: 8.28pm

Next Meeting: 20 May 2015