



Cambewarra Public School Parents and Citizens' Association



Kalinga Street , CAMBEWARRA 2540 Ph: 4446 0038 Fax: 4446 0515

GENERAL MEETING MINUTES

DATE/TIME: Monday 11th February, 2019 at 2pm.

ATTENDANCE & APOLOGIES

Attendance: Jacinta (minute taker), Roz, John Bond (Principal), Bec, Alex, Amy, Karissa, Tabitha, Erin, Nicole.

Apologies: NIL

Minutes of the Previous Meeting

- Minutes of the previous meeting were tabled and accepted.

Business from Previous Meeting

- Discussion regarding urns in the canteen. No new urn purchase necessary at this stage.

President's Report *(Tabitha Booth)*

- Planning meeting from 2018
 - An executive meeting was held on 10th Dec 2018 to discuss direction for 2019. Minutes of this meeting distributed.
 - As per our Bi-Laws a Calendar of Events is to be kept up-to-date so that everyone knows what is happening and to assist with planning for upcoming events.
ACTION: Tabitha & Nicole to add dates as soon as they become available.
- Kindy Photos
 - Natalie White took photos of the students last week.
 - Cards are with Bomaderry Printers
 - Completed items will be handed out by teachers shortly.
- Kindy Meet and Greet
 - This was a great afternoon with approximately 20 parents coming along.
 - Feedback was positive and this event should happen again in the future.

Principal's Report *(John Bond)*

- CPS Welcome BBQ
 - happening on Wednesday 13th Feb, 2019 at 5:30pm.
 - 200 rsvps received so far.
 - Need help with cooking the bbq and serving.
ACTION: John and Tabitha to order food and drinks. John to pay from school funds.
- Student numbers
 - We have lost some students and gained others so 12 classes at this stage.
- Focus Areas this year.
 - Paint, carpet and new furniture in the staffroom/office building.

- A submission for a new Staffroom/Admin block is in the pipeline - John hoping this funding will be approved.
- Future Focus Team established and they are looking at current school programs and where improvements or changes may be made.
- Stage 3 have an outside team coming in - "STEM 4 10" program running with year 5 and 6 students focussing on coding, robotics, etc.

ACTION: P&C asked to buy STEM kits

- Whole school focus on Writing - Writing Warriors.
- Wellbeing - Kids Matter School - making sure strategies are still in place for students.
 - Staff wellbeing also a focus - "Flourish" 2 year program to assist staff in taking care of their own health.
- Collaboration - Giving Stage teams time to collaborate and plan for teaching and learning.
- Car Club visit
 - Vintage Car Club visiting CPS on 23rd Feb, 2019. P&C being paid to supply lunches to drivers. Orders to be placed with Nourish Cafe and volunteers required to serve lunches.
 - ACTION: Nicole to order food from Nourish and have delivered if possible. Tabitha to unlock hall, toilets and canteen. Nicole and Amy to assist on the day.**
- Dojo Communication
 - CPS will not be using Class Dojo as a form of communication with families in 2019.
 - It is not a secure platform.
 - Emails with staff, CPS website, front office and notes/communication folders should be used instead.
- Library Revamp
 - The library has been painted and freshened up.
 - Vicki Bennet will be opening the library to parents on Wednesday and Thursday mornings for free tea/coffee and a chat. Hoping parents will use this opportunity.
- End of Year Staff Development Days
 - Staff are usually required to attend the last two days of school (after students have finished) for staff development.
 - CPS staff will be attending 4 evening sessions throughout the year in lieu of these days.
- 2019
 - John noted the great feel among the CPS community (staff, students and families) at the start of this year.

Treasurer's Report *(Rebecca Johnson)*

- February Financial report handed out.
 - Current account balance \$17863.
- Books to be submitted to Bosco Accounting for audit **ACTION: Bec to submit.**
- Insurance Policies
 - On advice from John we are not renewing the medical expenses section of our insurance policy. We are renewing the public liability section. **ACTION: Bec to renew policy**
- Load 'n'Go Card
 - Upcoming purchases to be made on the card include
 - Rubbish bins for the canteen
 - Friday's meet and greet purchases
 - Nourish Cafe bill for Car Rally lunches
 - Load 'n' Go card seen as a positive and it is to be reloaded with funds when necessary **ACTION: Bec to reload**
- Proposed donation to CPS
 - Given the balances of the P&C account it was proposed that a \$10000 donation be made to the school. **Motion Proposed by Bec Seconded by Tabitha Motion carried ACTION: Bec to transfer \$10000 to school.**

Fundraising Report (Nicole Biggs)

- A volunteering sheet will be handed out at Wednesday's Welcome BBQ for parents to sign up to help at the Calf and Craft Fair.
ACTION: Nicole to design and print

Uniform Shop Report (insert name here)

- New Sports T-shirt
 - Sample has arrived.
 - Ballot to go out to parents with sample displayed in office.
 - Amy and Ivan to collate ballot responses with results presented at next P&C meeting for a vote.
 - Current white t-shirts to be sold at (\$10) until all sold out.
 - Phase in period over the next two years with new blue and white t-shirt to be compulsory from January 2021.
ACTION: Amy and Ivan to action ballot
- Grey socks and stockings
 - Socks and stockings introduced as a new uniform item that the uniform shop could stock.
 - All in agreement that these items would be displayed and available for parents to order (2-3 day turnaround) until an idea of demand can be established.
ACTION: Amy and Ivan to monitor demand and report back next meeting.

COOSH Report (Alex Wye)

- COOSH Closure
 - Alex suggested that COOSH should be closed for an additional week (closed for the first two weeks of January) in 2020.
 - There is limited demand for places during these times and this year COOSH ran at a loss of \$1451.
Motion proposed by Tabitha
Seconded by Amy
Motion carried
ACTION: Alex to make arrangements for extended closure in 2020.
- Vacation care priority
 - Alex informed meeting that after Centrelink makes adjustments to rebates families from outside CPS who have been using vacation care are left with a debt and are difficult to chase for payment. She suggested drafting a Priority Policy to give CPS families priority for vacation care places. This would allow easier access to families if debts need recovering.
 - Committee has asked Alex to draft the policy and present it at the next meeting to be discussed and voted on.
ACTION: Alex to draft policy and present to P&C next meeting.

GENERAL BUSINESS

- Next meeting is our AGM, followed by a brief general meeting.
- As it is an AGM it will need to be advertised as such to the broader CPS community.
ACTION: Tabitha will organise notices to go out on Skoolbag and in the newsletter.

Next Meeting: Monday 4th March, 2019 at 6pm in the COOSH building.

The meeting closed at 3.07pm.