



Cambewarra Public School Parents and Citizens' Association



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

GENERAL MEETING MINUTES

DATE/TIME: Monday 13th May, 2019 at 2pm

ATTENDANCE & APOLOGIES

Attendance: Tabitha, Jacinta (minutes scribe), Erin, Karrissa, Julia, Shannon, Leanne, Alex.

Apologies: Nichole, Glenda.

Minutes of the Previous Meeting

- Minutes of the previous meeting were tabled and accepted.

Business from Previous Meeting

- Nil

President's Report *(Tabitha Booth)*

- Term 1 was a great start the year.
- COOSH is running smoothly
- Year 6 Fundraising team doing a great job. They have raised \$3178 so far this year. They are also taking on the upcoming election day cake stall.
- Tabitha is being approached by parents wanting to know why other parents are leaving the school. She is refusing to get involved with the gossip and has been directing these parents to John Bond to discuss further.
- Tabitha asked John what his plan was for Kindy 2020 intake. He responded that he is expecting to accept approximately 40 students (2 classes) at this stage. Parents of out-of-zone applicants must follow the application procedure with appropriate reasons for wanting to send their child to an out-of-zone school. Nichole Biggs is the current P&C representative on the approval panel and will be asked if she is happy to continue in this role.
- Tabitha also brought up for discussion the fact that the school no longer has a male teacher employed. Parents have been expressing concerns about this. John responded saying that it had been noted however Department of Education advertised positions cannot discriminate gender.

Principal's Report *(John Bond)*

- A panel needs to be formed for the Assistant Principal position (vacated by Joel Irwin) that is coming up. Tabitha volunteered to fill the P&C representative position on the panel. After some shuffling of teachers to cover classes John has applied to have the new position take effect at the beginning of 2020 to avoid more disruption for students.
- The 2018 Year 6 Fundraising money has been spent on outdoor speakers around the school which are all up and running.
- Slight changes to the School Plan - The school has been making significant progress towards some of the school goals ahead of time and are changing focus to the following three
 - Highly engaged and challenged learners
 - Explicit Teaching
 - Writing
 - Future focussed Learning - STEM
 - Every person is known and cared for
 - Child wellbeing - Bounce Back program

- Everyone has the capacity to grow
 - Staff wellbeing - FLOURISH program
 - Differentiation of learning - assistance for lower ability students and challenging higher level students.
 - Mentoring and Coaching across the school
 - Accurate Data collection and collation
 - Community Engagement
- Stage planning is happening across the school. Teachers are receiving enough release time to work with all teachers across their stage to plan programs for all learners.

Treasurer's Report *(Julia Foster)*

- The books show it has been an expensive 6 week period with uniform purchases being significant.
- The Easter raffle, which made \$890, and Icy Friday have been our only income.
- The current account balance is \$8535.10.

Fundraising Report

- Nil

Uniform Shop Report

- It was noted that there are limited numbers of size 12/14 Jumpers available.

ACTION: Ivan/Amy to order

COOSH Report *(Alex Wye)*

- **Staff Contracts** - COOSH wages have more than doubled, BAS statements have tripled, and super payments have doubled due to ALL staff currently being casual employees. COOSH bank balance is going down very quickly. Tabitha will draft Temporary Contracts for Alex as acting-director, Anne as COOSH educator and Leanne as COOSH administration officer, with the Executive committee to review and approve once complete.

ACTION: Tabitha to draft temporary contracts.

- The committee was asked to discuss writing off a \$497.20 account balance for the Booth family in lieu of payment for carpeting completed in the COOSH building.

Motion moved: Jacinta

Seconded: Erin

Motion carried

ACTION: Leanne to complete write-off

- The P&C Executive are required by law to complete applicable paperwork associated with being the "Approved Provider" of a Child Care Service, this includes completing a current Working With Children Check. We are obligated under law to have these documents lodged with ACECQA within 14 days of an AGM, this is now a matter of urgency. Alex gave all executive committee member a copy of the paperwork to be completed and given back to Alex ASAP.

ACTION: Jacinta, Tabitha, Bec, Erin and Julia to complete and return.

- COOSH Administrative Staff are experiencing major disruptions on Tuesdays and Thursdays from other groups using the COOSH building. The lease agreement allows other groups to use the facility, however a timetable should be established so that COOSH employees can arrange the most suitable times to undertake

administration duties & professional development free of unreasonable disruption. It was also mentioned that other user groups were allowing students into the kitchen unsupervised which poses a safety risk to students.

ACTION: John, Alex and Leanne to negotiate a timetable of COOSH building use and educate other user groups about out of bounds areas within the building.

- Vacation Care ran at a \$679.25 loss. Alex proposed reducing holiday hours of operation by 1 hour in the morning and 1 hour in the afternoon. This would reduce staffing costs and minimally impact attendees as most days there are 1-2, if any, students remaining at COOSH until 6pm.

Motion moved by Tabitha to trial a reduction in operating hours from 8am until 5pm for the upcoming Winter school holidays only. Further discussions will be undertaken after the trial.

**Seconded: Jacinta
Motion carried.**

ACTION: Alex/Leanne to contact all COOSH families to advise of the changes taking effect for the Winter holidays.

General Business:

- Nil

Next Meeting: Monday 3rd June, 2019 at 6pm in the COOSH building.

The meeting closed at 3:05pm