



# Cambewarra Public School Parents and Citizens' Association



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

## GENERAL MEETING MINUTES

**DATE/TIME:** Monday, 3rd September 2018 at 2pm

### ATTENDANCE & APOLOGIES

Attendance: Tabitha Booth, Jess McNamara, Bec Johnson, Erin Simmich, Amy Bieniasch, Glenda Maher, Nichole Biggs, Alex Wye, John Bond

Apologies: Vanessa Field, Susan Lukes, Jacinta Donaldson, Roz Phillips

### Minutes of the Previous Meeting

- Minutes of the previous meeting were tabled and accepted.
- Education week activities now only on Thursday. Updated information to be distributed from school this week.

### President's Report *Tabitha Booth*

- Defence Transition Aid unable to attend today, will be rescheduled. Cristine will be using COOSH as her base for Defence Club
- Kindy Orientation - P&C to run tea & coffee. Teachers to arrange current kindy families to supply catering.  
**ACTION: JOHN BOND/EMMA CHALKER**
- Could we implement a Parent Representative for each year? Table for next meeting.

### Principal's Report *John Bond*

- Big thank you to Emma Chalker who did a great job as Acting Principal whilst John was on leave.
- Wakakiri was a great success, congratulations to all involved.
- Learning Support Hub - Helen Bailey is on indefinite leave. An additional teacher will be employed to assist Naomi in the Hub.
- Outdoor Spaces
  - Have been deferred due to weather but scheduled to be finished by the end of the upcoming holidays (early oct)
  - Ben to liaise with COOSH regarding any machinery etc onsite whilst Vacation Care takes place
- Naplan
  - Will be online for CPS as of next year.
  - We should receive this year's results next week.
  - Results will be hard to compare with schools using the 2 different versions (online & paper)
- Big Day In & Colour Run confirmed to be running on 13th December
- Car Club want to use CPS as a base for a drive over the mountain. Good opportunity for P&C to fundraise. John to liaise with Nichole regarding further details, scheduled for early 2019.
- Volunteer's Week, week 8 or 9 of Term 4. CPS to put on a thank you morning tea or similar for all volunteers that cover books, scripture teachers etc

**ACTION: JOHN BOND**

### **Treasurer's Report** *Bec Johnson*

- Thank you to Bosco Accounting who have completed our audit gratis
- Finances
  - Opening balance from 31st July - \$9735.00
  - Uniform Income \$1993.15
  - Insurances of \$815 have been paid
  - Total Balance currently - \$11,608.00

### **Fundraising Report** *Nichole Biggs*

- Fathers Day Stall a huge hit
- Pending further information for events for the rest of the year.
- Big thank you to Amanda Poulton for running the Year 6 Fundraising Father's Day Breakfast, 115 tickets sold!

### **Uniform Shop Report** *Amy Bieniasch*

- Eftpos
  - Amy discussed Eftpos Machine with Commonwealth Bank. No discount for Not for Profit
  - \$60 per month to hire the machine from the bank. Need to look into further benefits of this as expensive just for the uniform shop. Can COOSH use it?
  - Continue to look into alternate options. Need to have eftpos for Kindy Orientation

### **COOSH Report** *Alex Wye (Temporary Nominated Supervisor)*

- Alex focusing on rectifying missing policies & procedures
- Staff being educated on Quality Framework requirements
- Vacation Care to be sent out in week 8
- Rostering, focusing on providing more permanent hours and have casuals fill the gaps
- New Oven & New Computers required. Current laptops not suitable for software required.
- Electrician required for new powerpoints
- Motion to approve purchase of new oven, desktop computers x 2 and electrical requirements. All in favour.
- John Bond to chase up school's responsibilities regarding maintenance on Coosh Building.

**Next Meeting: 2-3pm Week 3 Term 4 (Monday 29th October 2018)**

**The meeting closed at 3:00 pm**